

# STOWUPLAND PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held on October 10 2019 in the URC Church Hall

Councillor's Present: Phil Deal, Laura Johnson, Paula Murton, Jerry Voden, Keith Welham (Chair) and  
County Councillor Gary Green

In Attendance: Claire Pizzey (Clerk) and 2 members of the public

The Chairman declared the meeting open at 7.30 pm and thanked all for attending. A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media to report on the proceedings of the meeting. A full transcript is available from the Clerk.

**1. To receive reports from the District and County Councillors:** County Councillor Gary Green reported:-

- The planning application for the High School was deferred at the last meeting and the application will be presented at a meeting on 29 October 2019.
- Still awaiting a report from the Safety Team regarding the crossing at the Co-op. The Clerk advised that she had received an email from David Chenery who suggested a meeting is held with the Parish Council and representatives from the High School and the police and SCC.
- Following a request from Cllr Reeves with regards to the potential to tarmac the unofficial passing places in Rendalls Lane this has come back as a no at this time as there's not the budget for it and also as this would create more water run off then drainage would need to be looked at.
- He had attended a site meeting at Thorney Green to look at the state of the work on the sandbags and is awaiting a response.
- Cllr Welham asked Cllr Gary Green to contact Sam Harvey at SCC regarding the Gipping Road footpath as he had not had a response from her following a site meeting, to readdress the Thorney Green Road flooding and asked for some information on the Local Government Boundary Commission for England review of Suffolk County Councils number of Councillors and the boundaries between the divisions.

The District Council report had been received prior to the meeting. District Councillor Keith Welham highlighted:

- A Successful fly tipping prosecution had been against an individual who had been found guilty of fly tipping around Mid Suffolk, including household waste found dumped on Stonebridge Lane, Stowupland.

2. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972):** Cllrs Reeves and Studd. The Council noted the apologies.
3. **To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** Cllr Murton declared an interest in item 9 as a regular user of the track leading to Hunters Moon.
4. **To consider any written requests for dispensations relating to disclosable interests:** None received.
5. **To consider and approve the minutes of the Parish Council meeting of September 12 2019 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Voden proposed to accept the minutes of 12 September as a true record of the meeting and decisions made. Seconded by Cllr Deal with all in favour the Chairman signed and dated all pages.
6. **Matters of report:** The members confirmed receipt of all matters of report from the previous meeting:
  - **Ditch along Columbyne Close:** The ditch has been strimmed and the contractor is to revisit to remove the rubbish.
  - **Sandbags:** Update was received from Councillor Green.
  - **Track at Hunters Moon:** Agenda item.
  - **Track at Mill Cottages:** Still ongoing.
  - **Trees at footbridge beside Holy Trinity Church:** The trees have been cut back by the Village Hall.
  - **Letter to Highways regarding traffic safety on A1120 at the Co-op Service Station:** No further update.
  - **Traffic Count B1115/A1120 junction:** No further update.
  - **Digital compliant:** A meeting is being arranged to discuss this with the Web Master.
  - **Interpretation board:** Clerk has collected the board and awaiting a frame to be made.
  - **TPO:** Still awaiting response from the TPO Officer.
  - **Cemetery Fencing:** Work to be completed.
  - **Lime Trees at Cemetery:** Agenda item.
  - **Overgrown tree and hedge along B1115 footpath:** The resident has completed the work.
  - **Development at Stonebridge Lane:** Email sent to the MSDC Enforcement Department.
  - **Lorries at Co-op Store:** Email has been sent to the MSDC Enforcement Department.
  - **Thradstones Meadow meeting with Gladman:** Agenda item.
  - **Trim Trail:** It was agreed that a meeting will be arranged before the November meeting.

- 7. Public Forum:** A resident asked if anything had been done following his suggestions that the junction at Devon Road/Thorney Green Road needs a keep clear notice painted on the road to allow access to Devon Road at all times. A resident raised his concerns over the cars parking at the entrance to footpath 19 and asked if the footpath could be marked off.
- 8. To receive a report from the meeting with Gladman regarding Thradstones Meadow and agree recommendations made:** All Cllrs confirmed receipt of the report.
1. Cllr Johnson proposed that a site meeting is arranged for Saturday 19 October at 10.00am to discuss the future of the meadow. Cllr Deal seconded and all were in favour.
  2. Cllr Johnson proposed that a working party is set up to write the report for approval at the November PC meeting. Cllr Deal seconded and all were in favour. Cllrs Welham and Reeves have agreed to work on this.
- 9. To agree the quote for the work to the track at Hunters Moon:** All Cllrs confirmed receipt of the quote for the work to the track at Hunters Moon at a cost of £1,165. County Councillor Gary Green has offered £800 towards this work. Cllr Voden proposed that we accept the quote for £1,165 and the £365 needed to complete the work is taken from the Environment Reserve. Cllr Johnson seconded and all were in favour. Cllr Murton abstained from the vote.
- 10. To agree that tenders for works on Thorney Green following tree survey:** All Cllrs confirmed receipt of the tree surgery report prior to the meeting. Cllr Welham proposed that tenders are sought for the execution of work listed in the report. Cllr Johnson seconded with all in favour.
- 11. To note Speed Watch report and agree recommendations made:** Cllrs confirmed receipt of the Speed Watch report prior to the meeting. The proposal made to purchase a new Dictaphone was withdrawn as a resident has donated one to the Speed Watch team.
- 12. To note a report on the planning meeting for the Gladman and High School developments and discuss and future action:** Cllrs confirmed receipt of the report prior to the meeting. The Cllrs discussed the Gladman application and it was agreed that any comments should be made to the Clerk prior to the site meeting arranged for 19 October. A recommendation will be made at the November meeting if members feel a different comment should be made against the application.
- 13. To agree the Creation agreement for footpath across Thorney Green and Stowupland Academy:** Cllrs confirmed receipt of the Creation Agreement prior to the meeting. It was agreed that the Clerk responds to SCC to agree that the Parish Council agrees in principle with the Creation Agreement but will need to receive a copy of map 2 before it can be signed.
- 14. To note report on the Suffolk's Police and Crime Commissioner Public meeting:** Cllrs confirmed receipt of the report prior to the meeting.

**15. To note a report from the Allotment Officer and agree recommendations made:** Cllrs confirmed receipt of the Allotment report prior to the meeting.

1. Cllr Voden proposed that a quote is sought for the work to the bench at the allotments. Cllr Murton seconded with all in favour.
2. Cllr Voden proposed that the allotment noticeboard is replaced with the spare notice board and quotes are sought to carry out the work. Cllr Murton seconded with all in favour.
3. Cllr Voden proposed that letters are written to the tenants of plots 11, 49/50, 36 and 53/54. Cllr Murton seconded with all in favour.

**16. To note a report from the Cemetery Officer and agree recommendations made:** Cllrs confirmed receipt of the Cemetery report prior to the meeting.

1. Cllr Johnson proposed that a set of keys for the Cemetery building is made available to the Cemetery Caretaker. Cllr Murton seconded with all in favour.
2. Cllr Johnson proposed that a letter is written to the resident of the property whose drive adjoins the area to be fenced to ask for permission to access his land in order for the work to be carried out. Cllr Murton seconded with all in favour.
3. All Cllrs confirmed receipt of the quotes for the work to the Limes trees in the cemetery. Cllr Johnson proposed that the quote for £7,250 from P H Tree and Garden Services is accepted. Cllr Murton seconded with all in favour.
4. Cllr Johnson proposed that a Parish Council CIL application is applied for to pay for the work to the Lime trees. Cllr Murton seconded and all were in favour.

**17. To note minutes from the Community Events Meeting of 5 September and agree recommendations made:** Cllrs confirmed receipt of the minutes prior to the meeting. The proposal made for the Council to make arrangements for the reimbursement of Community Events expenditure in a timelier manner than is currently available was withdrawn. The Clerk advised that advice was sought from SALC and under the current Financial Governance it is not possible to action this request.

**18. To note minutes from the Finance and Policy Meeting of 26 September and agree recommendations made:** Cllrs confirmed receipt of the minutes, Draft Internal Control, Parish Risk Assessment V1.1 and the Beacon Risk Assessment V1.1 prior to the meeting.

1. Cllr Johnson proposed that the external audit for 2018-19 is accepted. Cllr Voden seconded with all in favour.
2. Cllr Johnson proposed that the Statement of Internal Control is adopted. Cllr Voden seconded with all in favour.
3. Cllr Johnson proposed that the V1.1 of the Parish Risk Assessment is adopted. Cllr Voden seconded with all in favour.

4. Cllr Johnson proposed that V1.1 of the Beacon Risk Assessment is adopted. Cllr Voden seconded with all in favour.

**19. To consider a response to the re-consultation letter from Suffolk County Council for Application No: SCC/0051/19MS Proposal: Phased standalone sixth form centre comprising of 6 no. class bases, media suite, performing arts studio, kitchen and common room, with associated electrical, mechanical and external works including additional car parking and a coach park. Capacity of school increasing by 140 from 1110 to 1250 (of which 125 are 11-16's and 15 are 16-18's) (re-consultation on amended proposals) at Stowupland High School Church Road Stowupland IP14 4BQ:** Cllr Welham proposed that the Parish Council OBJECTS to the Application for the following reasons:

- Traffic implications within the village especially the A1120 and school entrance: the Parish Council still feels this needs a full road safety assessment.
- The impact this will have on The Green with regard to parking at drop off and pickup of pupils and all day parking of sixth form cars: the Parish Council still feels this needs a full assessment.
- Potential community use of the building still needs to be discussed with the Parish Council.
- It is unclear from the application what the overall strategic plan for the site is.
- There will be a loss of trees (including large Elm).
- Consideration needs to be given to fumes from manoeuvring vehicles especially for those near residents.
- The development must accommodate the safer route to school.
- Confirmation that there will be there sufficient parking spaces so that there will be no parking by staff or pupils in the Village Hall Car Park or on village roads.
- There are no motor cycle spaces provided. The Parish Council can confirm that motorcycles have parked along the road on Thorney Green during school periods and in the Village Hall Car Park.

Cllr Deal seconded and all were in favour.

**20. Clerks report:** Cllrs confirmed receipt of the Clerks report prior to the meeting.

1. It was noted that the Parish Council will remain in the Long Term Agreement with Came & Company until October 2021. New quotes to be sourced in August 2021.
2. Cllr Johnson proposed that a budget of £300 is made available to show our gratitude to all those involved in the completion of the Neighbourhood Plan. Cllr Murton seconded and all were in favour.

3. Cllr Johnson proposed that the meeting is held with Linden Homes to discuss their intention to submit detailed plans at Land on Thorney Green Road. Cllrs Reeves, Welham and Studd along with the Clerk to attend. Cllr Deal seconded with all in favour.
4. Cllr Murton proposed that the August 2020 Parish Council meeting is moved to the 20 August to accommodate the Clerks holiday. Cllr Johnson seconded with all in favour.

**21. Councillors Reports:** Cllr Deal reported that a date will be arranged for clearing the site for the den building and he was disappointed with the turn out for the last litter pick. He suggested a Parish Council Facebook page. Cllr Johnson agreed to help Cllr Deal look into this and report back to the Council. Cllr Murton reported that the SOAP Club had been a great success, with over 30 people attending. Feedback forms had been completed and should volunteers be found there is a need for this every month. The next one will be held in December, with a Christmas raffle, quiz and cakes. Cllr Johnson thanked Cllr Murton for all her work in setting up the event. Cllr Welham reported that the Parish Council needs to discuss the PIIP Procedure now that more money is being received into the village. It was agreed that the PIIP committee meet and report back to the Council.

**22. To note a summary of correspondence and consider any action:**

1. To note correspondence from Suffolk County Council Roadside Nature Reserve Project Review: No action.
2. To note correspondence from MSDC regarding Dog & Litter Bin Emptying Invoice: No action.
3. To note correspondence from a student of Freeman Primary School regarding a skate park: It was agreed to reply to the student and advise that the Parish Council have looked at this a number of times and a suitable site wasn't available in the village.
4. To note correspondence from MSDC regarding successful CIL bid for the Parish Notice Board at Trinity Meadows: No action.
5. To note correspondence received from Suffolk Police and Crime Commissioner: No action.
6. To note correspondence from resident regarding hedge cutting on the B1115 opposite Maple Road: It was agreed that a response is made to the resident to advise that the Parish Council will contact Suffolk County Council and report the issue.
7. To note request for a family to have 4 lots of ashes in one plot or purchase a grave and use this for 4 lots of ashes: It was agreed that 4 lots of ashes can be interred in one ashes plot subject to Cllr Reeves agreement.
8. To note correspondence from Holy Trinity Church regarding Remembrance Sunday: Cllr Voden advised that Cllr Reeves had agreed to attend the service and represent the Parish Council.

**23. It was resolved to make the following payments:**

Expenditure	Cheque / BACS / SO		Net	VAT	Total	Notes
Insurance	BACS	Came & Company	2,077.29		2,077.29	
Salaries	BACS	M Hawkins	246.84		246.84	October Wages
Salaries	BACS	C Pizzey	933.20		933.20	October Wages
Expenses	BACS	C Pizzey	137.73	20.83	158.56	
Environment	BACS	L E Fencing	280.00		280.00	Columbyne Ditch
Hall Hire	BACS	Stowupland VH	75.00		75.00	
Environment	BACS	D-Signs	130.00	26.00	156.00	Interpretation board
Cemetery	BACS	ID Windows	41.67	8.33	50.00	
Asset	BACS	NJS Joinery	415.51		415.51	Noticeboard Trinity Meadows
Misc.	BACS	S Reeves	16.80		16.80	Photocopying
Misc.	BACS	P Murton	14.10		14.10	SOAP Flyers
Community Events	BACS	J Hyland	54.00		54.00	
Audit	BACS	PKF Littlejohn	400.00	80.00	480.00	
Grass Cutting	BACS	Tim Gaddis	297.75		297.75	
Grant	BACS	Telstar	2,000.00		2,000.00	
Cemetery	BACS	Joe Herne	40.00		40.00	
			7,159.89	135.16	7,295.05	

Cllr Deal proposed that the payments be made and Cllr Voden seconded and all were in favour.

**24. Date of next meetings** Members are asked to note that the next Parish Council meeting is scheduled for 14 November, Community Events for 15 October and Finance and Policy for 28 November 2019

Meeting closed 21.20