

STOWUPLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on September 12 2019 in the URC Church Hall

Councillor's Present: Phil Deal, Laura Johnson, Paula Murton, Sally Reeves (Chair), Ray Studd, Jerry Voden, Keith Welham and District Councillor Rachel Eburne

In Attendance: Claire Pizzey (Clerk) and 3 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:** The District Council and County Council reports had been received prior to the meeting. The Chairman Highlighted the County Councillor report:

- Cllr Green had reported that the 456 commuter run bus service, first and last run of the day will still take place every day from 2 November until the end of March 2020. The weekly timetable will continue from 2 November until the end of March on Thursdays only. The Chairman reported that she has written a letter to Councillor Mary Evans at Suffolk County Council. It was agreed that the letter is sent and a copy is put in Octobers Telstar along with a copy of the latest timetables.

District Councillor Rachel Eburne highlighted:

- Bin collection change of date has caused some problems in parishes. Cllr Eburne asked if members had received any feedback on the change of date for the bins. The Council reported that no problems had been raised.
- The first quarter finances show that the Council has a surplus of £180,000. This is caused primarily by a large increase in planning income, of £521,000, which is offset by increases in IT costs of £176,000, ClFCO and Gateway 14 expenses of £98,000 and a reduction in income of £169,000 from the PV panels.
- The Council's subsidiary company Gateway 14 Ltd has completed the purchase of the Stowmarket East site adjacent to the Gateway 14 site. This means that the Council owns a block of land between A14 and the railway line to the east of A1120.
- Representation will be made at the Planning committee on Wednesday for the next Gladman application. It has been agreed that Cllr Eburne will speak for the District and Cllr Welham for

the Parish Council. Cllr Studd raised the issue of Thrandestones Meadow. The latest plan shows a balancing pond beside this piece of land and he advised that should the Parish Council take ownership of Thrandstones Meadow they would not want the responsibility of the balancing pond.

- Emails had been received regarding the accident on the A1120 outside the Co-op earlier in the week.
- Cllr Welham reported that he had met with the PCSO that afternoon as the school was finishing and they had looked at the traffic and parking problems along Thorney Green Road and A1120.. The Chairman advised that cars are parking within the housing estates and visibility is poor for children exiting footpath 32. Cllr Welham agreed that this would be addressed the next time the PCSO is in the village.

2. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972):** County Councillor Gary Green. The Council noted the apology.
3. **To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** None received.
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 August 8 2019 as a true record:**
All Councillor's confirmed receipt of the minutes. Cllr Welham proposed to accept the minutes of 8 August as a true record of the meeting and decisions made. Seconded by Cllr Johnson 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:
Actions from meeting with Rights of Way Officer Charlotte Ditchburn: Put on hold awaiting Trim Tail project.
Ditch along Columbyne Close: Agenda item.
Sandbags: Councillor Gary Green has contacted Suffolk Highways again.
Track at Hunters Moon: Councillor Gary Green advise that the Parish Council can apply for Locality funding and use our own contractors as long as no work is carried out on the highway
Track at Mill Cottages: Still ongoing.
Poole's farm planning: Agenda item.
PCSO footpath 32: Ongoing with District Council.
Trees at footbridge beside Holy Trinity Church: The village Hall have a dispute over ownership of the trees. As these are a Health and Safety issue they are prepared to cut them on this occasion.
Letter to Highways regarding traffic safety on A1120 at the Co-op Service Station: No further update.
Traffic Count B1115/A1120 junction: Further email sent to Steve Merry. Awaiting response.

Digital compliant: A meeting is being arranged to discuss this with the Web Master.

Interpretation board: Still ongoing

Cemetery Building: Work completed.

Response to the Suffolk County Council Consultation for the planning proposal of a new phased

standalone sixth form centre: Following the response made a Development and Regulation Committee meeting is being held at SCC on September 18 where the Parish Council will have the opportunity to speak about the objection made.

TPO: TPO Officer has been contacted he has advised that he has a massive backlog.

Half a Mow bench: Thanks to the clerks husband who has removed the bench.

Allotment letters: Letters sent.

Cemetery Fencing: Agenda item.

Lime Trees at Cemetery: Awaiting quotes from contractors.

7. **Public Forum:** A resident was concerned over footpath 17a and advised that he has a problem with a footpath beside his house. A resident asked if the Parish Council could move the VAS sign pole that is along Church Road. Another resident reported the following that the two ponds on the new development don't have child proof fencing, 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. Due to the gridlock situation at school finishing times when traffic is coming from Stowmarket turning left into Thorney Green Road and also asked if the Parish Council knows where all the fire hydrants are in the village?
8. **To agree the response to the MSDC Joint Local Plan Consultation:** The members confirmed receipt of the draft response. The Chairman thanked Jackie Ward for all her help. Cllr Studd asked that the Stowupland Planning Applications for homes since 2015 is updated. Cllr Welham proposed that the response to the MSDC Joint Local Plan Consultation is sent following the amendment. Cllr Murton seconded and all were in favour.
9. **To discuss the first draft of The Green Policy, which will be presented for adoption in November:** The members discussed the draft policy. A number of issues were raised by Cllr Welham and it was agreed that he and Cllr Studd would meet to amend the draft policy and present at the November Parish Council Meeting.
10. **To agree the recommendations for alterations to the Grass Cutting Contract to be incorporated into tender documents:** Members confirmed receipt of the report.
 1. Cllr Welham proposed that tender documents be prepared for a contract period of five years commencing in 2020 to include all works in the current contract plus those set out in A and B below:

A. That extra works set out in A, B and D of the report are included in future contracts

B. It was agreed that future contracts the works set out in C2 of the report

Cllr Deal seconded and all were in favour.

2. Cllr Welham proposed that quotations are sought for cutting back overgrowth at the edges of The Green and along FP32. This work to be carried out in autumn 2019 and biannually thereafter. Cllr Deal Seconded with all in favour.
3. Cllr Welham proposed that quotations are sought for the removal of the small tree at Willow Wood, cutting back and reshaping the hawthorn in front of The Retreat and removal of the lumps of concrete. Cllr Deal seconded with all in favour.
4. Cllr Welham proposed that the Grass Cutting Contractor is asked to cut down the overgrown area beside the skip compound and that the Clerk arrange for this work to be carried out as soon as possible. Cllr Deal seconded with all in favour.
5. Cllr Welham proposed that a schedule of works to trees on The Green be prepared and reported to the October Parish Council meeting. Cllr Deal seconded with all in favour.
A meeting with the Cllr Studd (Tree Warden) and Cllr Welham will be arranged to look at the trees that have grown around electricity cables and prepare the schedule of works. These to be reported to the utility companies.

11. **To agree the Insurance renewal for 2019-2020:** The members confirmed receipt of the renewals. Cllr Studd proposed that the Parish Council accepts the quotation from Community Action Suffolk for the 3 year LTU for £1,017.93 Cllr Welham seconded with all in favour.

12. **To receive an update on the Safer Route to School:** The members confirmed receipt of the report. Following the Chairman's attendance at the Stowupland High School Sixth Form/Footpath Project meeting the following was highlighted:

Objections have been received by SCC and revisions were made to the plan that went out for consultation as follows:-

- Lighting in the new car parking area to now be low level bollard style lighting instead of overhead lights.
- The planned streetlights past the caretaker's
- Operate a parent's drop off zone in front of the new 6th form block.
- Temporary diversion of the public footpath to beside the access road, this will be followed up by an application to permanently relocate.

- The project is subject to approval of CIL funding. The proposed time frame for build is from Jan 2020 to September 2020. The plan is to move over current and new intake 6th form to allow extra capacity for the 11 to 16yr age group in the main school. The school is, at the moment, over capacity in some year groups in this age group.
- Jo Fellows (SCC) admitted that they were wrong to put the consultation based on 300 pupils for the new sixth form block. That may be the end figure in 10 to 15 years' time but at the moment it is about increased capacity in the main school. This quantifies an email received, by the clerk, from Jo Fellows. The changes will be announced at the start of that meeting to be held on 18 September.
- SCC Infrastructure Delivery Plan lays out its assessment of the need for 16-18yrs educational places from 2019 to 2030. It estimates 18.4% growth.
- The Academy Trustees are keen to negotiate a better school transport system once the build is complete. The parents we are told are willing to pay for transport for their children to and from school. This they feel will solve all our traffic problems. The Trustees are prepared to investigate all possible solutions.
- They feel that the main school growth going forward will be based in or within walking distance.
- The safer route to school is designed to be completed in conjunction with the 6th form block build. A work order has been raised by SCC and this apparently secures the funding post end March 2020.
- The route will go, as previously planned, across The Green and exit at the A1120. The lay by will go and the entrance roadway moved over towards the Crown and the cycle path run along the Bowls Club side of the entrance. The actual entrance to the school on the A1120 is not planned to be altered in any way.

A representative from the Parish Council and Village Hall will be attending the Development and Regulation Committee meeting on Wednesday 18 September at Suffolk County Council.

- 13. To agree the quote for the work to the ditch at Columbyne Close:** The members confirmed receipt of the quote. Cllr Johnson proposed that the Parish Council accepts the quote for £280 for the work to the ditch. Cllr Deal seconded with all in favour.
- 14. To agree a quote for the fence work to the cemetery:** The members confirmed receipt of the quotes. Cllr Studd proposed that the Parish Council accepts the quote from LE Fencing of £1,906 for the work. Cllr Voden seconded with all in favour.
- 15. To receive a report on the den building proposal and agree future action:** Members confirmed receipt of the report. It was agreed that a date would be arranged to clear an area for the den building. Once the area has been cleared it will be decided how best to promote the den building.
- 16. Community Events Committee:** Members confirmed receipt of the minutes from the meeting of 1 August.

17. Planning Applications: 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/19/03989: Proposal: Householder Application - Erection of detached garage/store (following part demolition of existing); resurface driveway. **Location:** 3 Broomspath Road, Stowupland, Stowmarket, Suffolk IP14 4DB: Members discussed the application. Cllr Johnson proposed that the Parish Council SUPPORTS the application. Cllr Deal seconded with all in favour.

18. Councillors Reports: Cllr Studd reported that a resident had noted some development along Stonebridge Lane. It was agreed to report to the Planning Officers to enquire if planning permission had been sought. Cllr Deal was pleased that the trees have been cut along the footpath beside the B1115. He also reported his concern over the safety at the new Co-op store. He advised that the delivery lorries are blocking the forecourt and this is causing problems to vehicles trying to exit the store. It was agreed that the clerk would report this to the Planning Enforcement Officer at MSDC. Cllr Murton reported on footpath 26. A resident had recently advised that this footpath remained impassable following SCC reporting that the issue had been resolved. The clerk to liaise with Cllr Murton to investigate. Cllr Welham asked for an update on the Trim Trail. The Chairman asked that a report is submitted to the council after the next Trim Trail Working Group meeting. Cllr Welham also asked if the tree along the footpath beside the B1115 could be cut by volunteers on Saturday. It was agreed that the Clerk writes to the resident to ask their permission. He also reported that the village had won the Walker cup. Cllr Voden reported that the VAS sign had been trialled but concerns over the stability of the unit will be addressed and a padlock fitted to the bracket. He also reported that an allotment meeting will be held on the 28 September. The Chairman reported that a resident had requested the presence of the Speed Watch Team along Church Road at the Village Hall. The Chairman reported on the recently attended SALC meeting where the bite size training was on the introduction of new Digital Regulation Accessibility. SALC have provided handouts and they will be arranging more training. It looks as complicated as GDPR and there is a possibility that the Parish Council may need a new web site to comply with the regulations. The next SALC meeting is on 3 December in Eye and the AGM is also planned for December where the topic will be about planning and how to improve the relationship between MSDC planning and Parish Councils. Any points the Councillors would like raised in the planning workshops or at the AGM please let the Clerk know ASAP. The Chairman also reported that at both the SALC meeting and at another meeting attended, with Cllr Stud, on the Joint Local Plan, there was lots of disappointment amongst Parish Councils on the consultation. Those with Neighbourhood Plans felt no notice had been taken of them. For some there was not enough build allocation and for the very small villages in the Hamlet and Hinterland category they felt they had been ignored for any growth.

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

1. To note correspondence from the resident asking that the Parish Council looks into the ownership of the piece of land where the Noticeboard on the footpath along the B1115 is: The Chairman reported that she had contacted Councillor Gary Green who had provided the information on the ownership which lies with Suffolk County Council. It was agreed to respond to the resident to advise of this and to note that it has been the homeowners practice to maintain the land.
2. To note correspondence from The Nutshells asking for permission to have a swing board sign on The Green opposite the Co-op (A1120) and further along Thorney Green on the T-junction past The chip shop: Cllr Welham proposed that a response is made to advise that the Parish Council are not in a position to authorise this request as a Village Green Policy is being drafted and the council are unable to make any premature decisions before this is adopted. A suggestion to contact Mid Suffolk District Council and apply for a brown tourist sign. Cllr Voden seconded and all were in favour.
3. To note correspondence from a resident requesting a noticeboard on Church Road: It was agreed to reply to advise that this is something that the Parish Council are considering.
4. To note correspondence from a resident asking for permission to carry out work to a grave: It was agreed that permission is sought and to forward a copy of the cemetery policy that details the colours permitted in the cemetery.
5. To note correspondence from Gladman regarding Thrandstones Meadow: It was agreed that a meeting should be arranged to discuss Thrandstones Meadow but to hold off responding until after the Planning Meeting of 18 September 2019. Research needs to be done around the commuted sum required to manage the land..
6. To note correspondence from Stowupland Falcons U 14's boy's football team: It was agreed to respond to advise that Stowupland Parish Council are unable to give donations to individual teams.
7. To note correspondence from Each: No action.
8. To note correspondence received from Stowupland Falcons Football Club asking permission to mark out the pitch on The Green for the U 18's football team: It was agreed that permission is given and advice that they are to liaise with Cllr Welham and Darren White, Organising Committee Member who have previous met to discuss this. They are also to be reminded that there is to be no parking on The Green and ask that they clear up after each game.

20. It was resolved to make the following payments:

Expenditure	Cheque / BACS / SO		Net	VAT	Total	Notes
Salaries	BACS	M Hawkins	246.84		246.84	September wages
Salaries	BACS	C Pizzey	866.48		866.48	September wages
Expenses	BACS	C Pizzey	36.94		36.94	
Salaries	BACS	HMRC	261.10		261.10	PAYE

Cemetery	BACS	Colne Roofing	280.00		280.00	
Grass Cutting	BACS	Tim Gaddis	267.50		267.50	
Grass Cutting	BACS	Tim Gaddis	607.75		607.75	
Cemetery	BACS	Joe Herne	40.00		40.00	Caretaker
Cemetery	BACS	Mini Waste	141.67	28.33	170.00	Skip
Environment	BACS	L E Fencing	200.00		200.00	
Misc	BACS	S Reeves	8.22		8.22	Copying
Hall Hire	BACS	Stowupland Village Hall	9.00		9.00	
Grass Cutting	BACS	Tim Gaddis	393.50		393.50	
Grass Cutting	Bacs	Tim Gaddis	267.50		267.50	
Misc	CHQ	ICO	40.00		40.00	
Community Events	CHQ	Stowupland Sports and Social Club	150.00		150.00	Deposit barn dance
			3829.84	28.33	3858.17	

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

21. **Date of next meetings** Members are asked to note that the next Parish Council meeting is scheduled for 10 October and Finance and Policy 26 September 2019.

22. **Resolution to exclude the public:** Cllr Studd proposed that under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for item 30 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act. Cllr Welahm seconded and all were in favour.

23. **To exclude the public to discuss business of a confidential nature:** The members discussed the draft letter regarding access to the property following permission granted for application DC/19/00660 for the change of use of the existing barn to residential. Cllr Deal proposed that the letter is sent. Cllr Voden seconded and all were in favour. Cllr Johnson proposed that a budget of £500 is agreed if solicitor's advice is needed. Cllr Murton seconded and all were in favour.

Meeting closed 21.45