

# STOWUPLAND PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held on February 13 2020 in the URC Church Hall

Councillors Present: Phil Deal, John Hayward, Laura Johnson, Paul Murton, Sally Reeves (Chair), Ray Studd, Jerry Voden, and Keith Welham

In Attendance: District Councillor Rachel Eburne, 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 report was distributed to members prior to the meeting. District Councillor Eburne highlighted:

- The planning committee on Wednesday 29 January for the Homes south of Gipping Road was rejected but it is expected that the application will go to an appeal. A meeting will be held with the head of planning to follow up on this and any member's views are welcome.
- The preparations for the transfer of civil parking enforcement from the Police to Suffolk County Council Civil are continuing. There is still some confusion over how this is going to operate and they have asked MSDC for some clarity on this.

District Councillor Welham highlighted:

- He had contacted the Planning Enforcement Team at MSDC regarding the issue of the placement of the coffee cup mug obstructing the views for vehicles leaving the co-op and they advised that this was a Suffolk County Council Highways issue and not one that they could deal with.
- The Enforcement Team have also advised that the work on the land to the West of Thorney Green Road is archaeological investigations. They are not obliged to give notification that this work is going to start. It was suggested that advanced notice of these work on any future developments in the village would be grateful.

**2. To receive and consider apologies for absence (in accordance with Schedule 12 of the Local**

**Government Act (1972):** Apologies were received from County Councillor Gary Green. The members noted the apologies.

**3. To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** Cllrs Murton declared an interest in 18.2 as friends of the applicant and Cllr Studd in 18.3 & 4 as a shareholder with the housing developers.

4. **To consider any written requests for dispensations relating to disclosable interests:** The Clerk reported that a dispensation form had been received from Cllr Studd. Cllr Studd has requested a dispensation relating to any development that arises in the Parish involving the Vistry Group as a shareholder with the company. Cllr Welham proposed that a dispensation would be granted as Cllr Studd has expertise in the matter of planning that may be useful to take in consideration and that Cllr Studd should be allowed to speak but not vote. Cllr Reeves seconded and all were in favour. The dispensation is to be sought until May 2023.
5. **To consider and approve the minutes of the Parish Council meeting of January 9 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Welham proposed to accept the minutes of 9 January 2020 as a true record of the meeting and decisions made. Seconded by Cllr Studd 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:** Contractor has been to look at ditch but unable to carry out the work due to the height of the water in the ditch.
  - **Sandbags:** Awaiting update from Councillor Gary Green.
  - **Track at Hunters Moon:** Contractor has advised that the work will start on 18 February weather permitting.
  - **Track at Mill Cottages:** Can't be looked at until the Safer Route to School completion by the end of May 2020.
  - **Meeting with Suffolk Highways regarding traffic safety on A1120 at the Co-op Service Station:** Agenda item.
  - **Traffic Count B1115/A1120 junction:** Still no response following chasing SCC Highways in October. Clerk has reported on portal.
  - **Digital compliant:** No further update
  - **Interpretation board:** The board is in place.
  - **Social Media Report:** Agenda item.
  - **Joint Notice Board:** Order placed seeking quotes for installation.
  - **Quotes for cutting rear hedge and clearing ditch at Churchyard:** Agenda item.
  - **The Green by Butchers:** Awaiting a Green inspection.
  - **Works to trees on The Green:** Cllrs Studd and Welham met with the contractor. They went through the schedule of work; the contractor confirmed that he would be removing all timber as soon as possible after the surgery work on any particular tree was carried out. He confirmed a start would be made on the work at the end of February and he would contact either Cllr Studd or Welham to meet him on the day he starts work. In respect of the trimming back around the

edge of The Green, he intends to use a flail to remove around a metre of bramble and other growth and leave whatever is trimmed off on the ground to biodegrade. Rupert said that he would follow the flail and cut up any larger pieces. Clarification was made to the work to be done to the tree in front of Bluebell Wood.

- **Child bike Safety:** PCOS report attached.
- **Flooding Thorney Green Road:** The Clerk has reported on the SCC portal.
- **Suffolk County Council Passenger Team Report:** Report attached.
- **Fence at Retreat:** Work completed.
- **Traffic Count:** This has been arranged and volunteers organised for Tuesday 25 February 2020.
- **SID Device:** Still awaiting response from manufacturer having chased them several times during the month.
- **Meeting with Academy and MSDC sixth form centre and leisure opportunities:** Report attached
- **Re-treat Noticeboards:** Agenda item.
- **Metal laughing gas canisters:** Reported to the SNT team.
- **Co-op Enforcement:** See correspondence.
- **Closed Churchyard:** Agenda item.
- **Allotments tenancy:** Tennant advised of Councils decision.

- 7. To fill the casual vacancy for a Parish Councillor by co-option:** The clerk reported that she had received a nomination for Miss Laura Beeson to join the Parish Council. Miss Beeson was asked to address the members and gave a brief presentation to explain why he would like to be a Councillor. Cllr Johnson proposed and Cllr Hayward seconded and all agreed that Laura filled the casual vacancy. Laura signed the forms and took his place on the Council.
- 8. Public Forum:** A resident asked why the Christmas wreaths had been taken from her family grave. The Chairman apologised for the distress that this has caused and agreed that in the future they would not remove any flowers from the grave. A resident asked why a dropped kerb had not been installed at Maple Road following the installation of the Safer Route to School and the markings for the buses have been put in the wrong place. A resident reported that a drain along Gipping Road is blocked, of a pot hole along Rendal Lane outside Walnut Tree Farm and a rondel on the Jubilee bench is sticking up.
- 9. To note report from meeting with Stowupland High School relating to a Leisure and sporting proposal (Inc. Footpaths and access):** The members confirmed receipt of the report.
- 10. To note report from Trim Trail Working Group Meeting:** The members confirmed receipt of the report.
- 11. To receive a report on the footpath project and agree a quote for the project:** The members confirmed receipt of the report. They discussed the quotes received. Cllr Studd proposed that the Parish Council accepts the quote as recommended by the Footpath Project Working Group from Garrod

Construction for £56,444.00 and the members discounted one of the quotes due to discrepancies in the tender. Cllr Deal seconded with all in favour.

**12. To agree that a Parish CIL application is completed for the Footpath Project:** Cllr Voden proposed that the Footpath Project Working Group could apply for a Parish CIL grant for the £56,444.00 needed to complete the work. Cllr Johnson seconded with all in favour.

**13. To agree the quote for the feasibility survey in relation to the A1120 pedestrian crossing to the Co-op Store:** The members confirmed receipt of the quote. The Clerk advised that County Councillor Gary Green had agreed to fund the remaining cost after the £1,000 that the Parish had approved. Cllr Johnson proposed that the quote of £4,935.79 received from Suffolk Highways to carry out the feasibility survey is accepted. Cllr Welham seconded and all were in favour. The Clerk advised that the scheme will be ordered once the payment has been made for work. An invoice has been received for the Parish Council's contribution of £1,000. It was agreed to make the payment straight away as it has been confirmed that this report can take up to 10 weeks to complete.

**14. To agree the quote for re-treating the village noticeboards:** The members confirmed receipt of the quote. Cllr Studd proposed that the quote of up to £100 is agreed for the re-treating of the village noticeboards. Cllr Welham seconded with all in favour.

**15. To receive a report from the Cemetery and Churchyard officer and agree the following recommendations:** The members confirmed receipt of the reports and quotes.

1. Cllr Welham proposed that a budget of £100 is agreed for the cost of grass seed and labour. Cllr Deal seconded with all in favour.
2. Cllr Welham proposed that correspondence is sent to the PCC to include the minute found from December 2004 and February 2005 to advise that the Churchyard has been closed and the responsibility has been transferred to the Parish Council and the letter is signed and returned to the Council. Cllr Voden seconded and all were in favour.
3. Cllr Welham proposed that the quote of £275 from P&H Trees for the work to clear the ditch and cut the hedge at the rear of the churchyard is accepted. Cllr Studd seconded with all in favour.
4. The members discussed the proposal for the plans for the new gate at the second entrance of the cemetery. It was agreed that the members would consider the plans and the item would be discussed at the March meeting.
5. It was agreed to discuss the removal of the ash tree and shrubs from the frontage of the cemetery, erection of ranch style fencing to replace and quotes are sought for the work until the March meeting.

**16. To receive the minutes from the Finance and Policy Meeting of 30 January 2020 and agree the**

**recommendations:** The members confirmed receipt of the minutes.

1. Cllr Welham proposed that £688.19 is transferred from the Community Events Bank Account into the Parish Council Bank Account to agree the reserve figure. Cllr Deal seconded and all were in favour.
2. Cllr Welham proposed that a donation of £500 is made to Citizen Advice Mid Suffolk. Cllr Deal seconded with all in favour.
3. Cllr Deal proposed the cost of £95 is agreed for Work Place Pensions to renew the Parish pension scheme. Cllr Studd seconded with all in favour.
4. To members noted the change of date for the next Finance and Policy meeting.

**17. To receive the minutes from the Community Events meeting of 4 February 2020 and agree the**

**recommendations made:** The members confirmed received of the minutes.

1. Cllr Johnson proposed that the Parish Council approves the cost of up to £100 in respect of the afternoon tea at Steeple View. Cllr Voden seconded with all in favour.

**18. 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):**

1. **DC/20/00242 - Proposal:** Planning Application - Conversion of ancillary storage building to form replacement dwelling (in lieu of the lawful permanent siting of residential caravan)  
**Location:** Land South of 2 Mill Street, Mill Street, Stowupland, Suffolk IP14 5B: The members discussed the application. Cllr Studd proposed that no comment is made. Cllr Deal seconded and all were in favour.
2. **DC/19/05864 Proposal:** Householder Planning Application- Render all elevations; Changes to and insertion of windows on side and rear elevations and insertion of 2No lantern lights to front elevation; Erection of single storey rear and side extensions; Erection of boundary wall following removal of existing; Conversion of dairy to annexe and erection of attached cart lodge; Erection of pergola and 2No outbuildings following demolition of existing 2No outbuildings **Location:** Elm House, Stowmarket Road, Stowupland, Stowmarket Suffolk IP14 4DS: The members discussed the application. Cllr Studd proposed that no comment is made. Cllr Johnson seconded and all were in favour. Cllr Murton abstained.
3. **DC/19/05316 - APPLICATION FOR RESERVED MATTERS - Proposal:** Submission of details under Outline Planning Permission 0195/16 (Allowed under Appeal Ref: APP/W3520//W/17/3184909) - Appearance, Landscaping, Layout and Scale for residential development of up to 58 dwellings and a new vehicular access off the B1115 **Location:** Land

To The West Of, Thorney Green Road, Stowupland, Stowmarket Suffolk IP14 4BY **Reason(s) for re-consultation:** Amended Plans, Agents letter and Reports received by the Local Planning Authority on the 3rd February 2020: The members discussed the application. Cllr Welham proposed that the Parish Council lodges a holding objection on the application, for the provisions of cycle and pedestrian path and the landscaping of the land (meadow) south of the development. Cllr Voden seconded and all were in favour. Cllr Studd abstained.

4. **DC/19/05317 APPLICATION FOR RESERVED MATTERS - Proposal:** Submission of details under Outline Planning Permission 5024/16 (Allowed under Appeal Ref: PP/W3520//W/17/3184908) - Access, Appearance, Landscaping, Layout and Scale for the erection of up to 85 dwellings with associated parking, landscaping, open space and surface water attenuation. **Location:** Land To The West Of, Thorney Green Road, Stowupland, Stowmarket Suffolk IP14 4BY **Reason(s) for re-consultation:** Amended Plans and Reports received by the Local Planning Authority on the 3rd February 2020: The members discussed the application. Cllr Welham proposed that the Parish Council lodges a holding objection on the application, for the provisions of cycle and pedestrian path and the landscaping of the land (meadow) south of the development. Cllr Voden seconded and all were in favour. Cllr Studd abstained.

19. **To receive a report on Social media and agree in principle that a Facebook page is set up:** The members confirmed receipt of the report. Cllr Studd proposed that the Parish Council sets up a Facebook Page. Cllr Welham seconded and all were in favour. Cllrs Deal and Johnson to administer and set up the page.
20. **To agree a date and format for the 2020 Annual Parish Meeting:** It was agreed to hold the meeting at the Church Hall and that the Chairman and Clerk would agree a date. A simple format of teas, coffees and cake and reports from organisations. It was agreed to try and encourage as many organisations to the Annual Parish Meeting.
21. **To agree dates for the Community Litter Picks 2020:** Cllr Deal agreed to produce a list of dates for litter picks.
22. **To receive a report from the Clerk:** The members confirmed receipt of the Clerks report.
23. **Councillors Reports:** Cllr Johnson reported that a tree had come down in the storm on The Green. Cllr Murton asked if there was an update on the sandbags. It was agreed that the Clerk would report on The Portal. Cllr Welham asked if the moles holes were to be sorted on The Green. It was agreed that the Clerk would contact the Contractor and ask him to complete works up to the value of £150. He also reported that at the November meeting the PIIP Committee informed that they would meet with the clubs in the village to make up the new infrastructure list. It was agreed that a PIIP meeting would be

arranged to action this. Cllr Voden reported on a new member for Speed Watch. Cllr Hayward asked that whilst the members are looking at the bus service in the village could the council consider that a service is needed that all residents can use. Cllr Deal reported on the mud coming off the Bloor site, the state to the track at the end of Trinity Walk and asked if there was a limit on the amount of time a member of the public could speak during the public forum. Cllr Studd asked after the traffic count and if members of the council were needed to help. The Chairman reported that the Village Hall have formally written to the High School and have rescinded the sixth form and teacher parking after Easter, the drain outside the village hall is blocked again, advised that she has written in Telstar about dog fouling and asked that the Council to consider putting small wooden posts on The Green as seen at Earl Stonham. She asked members to have a look and come back to her with their thoughts.

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

1. To note correspondence from Concertus regarding the works at Stowupland HS New Sixth Form Centre: No action.
2. To note correspondence from Plug-N-Go.com: No action.
3. To note correspondence from MSDC Planning Enforcement relating to Stowupland Service Station: No action.
4. To note County Lines Training: No action.
5. To note correspondence from Age UK Suffolk: Referred to Finance and Policy
6. To note the February edition of Constables County: No action

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

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Salaries	BACS	M Hawkins	246.84		246.84
Salaries	BACS	C Pizzey	966.46		966.46
Expenses	BACS	C Pizzey	53.35		53.35
Community Events	BACS	K Welham	139.50		139.50
Noticeboard (Trinity Meadows)	BACS	NJS Joinery	415.51		415.51
Joint Noticeboard	BACS	NJS Joinery	822.60		822.60
Stowuplandpc domain	BACS	MPM	207.70		207.70
Cemetery	BACS	Joe Herne	52.50		52.50
Cemetery/Allotments	BACS	Joe Herne	131.54		131.54
The Green (Moles)	BACS	T Gaddis	150.00		150.00
The Green (maintenance)	BACS	L E Fencing	250.00		250.00
Misc	BACS	JRB Enterprise	52.95	10.59	63.54
CIL Grant	BACS	Holy Trinity Church	713.50		713.50
Hall Hire	BACS	Stowupland Village Hall	12.00		12.00

Community Speed Watch	BACS	J Voden	27.60		27.60
			4,242.05	10.59	4,252.64

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

**26. Date of next meetings:** Members are asked to note that the next Parish Council meeting is scheduled for 12 March 2020, Community Events for 15 April 2020 and Finance and Policy for Thursday 30 April 2020

**27. Resolution to exclude the public:** Cllr 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 X seconded and all were in favour.

**28. To exclude the public to discuss business of a confidential nature:** To note the Clerks appraisal and agree actions arising from this: Confidential report attached

Meeting closed X