

STOWUPLAND PARISH COUNCIL

Minutes of the Virtual Meeting of the Parish Council held on 10th December 2020 via VIDEOCONFERENCE

Present (by video): Laura Beeson, Philip Deal, John Hayward, Laura Johnson, Debra Melhuish, Ray Studd, Jerry Voden, Keith Welham, Claire Pizze (Clerk) and 1 members of the public

1. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972)):** Cllrs Sally Reeves and Paula Murton. The members noted the apologies.
2. **To receive written reports for information only from the District and County Councillors:** The members confirmed receipt of the District Council Report and no comments were made. No report was received from County Councillor Gary Green.
3. **To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** Cllrs Voden and Welham declared an interest in item 16.3 as members of the Telstar Committee and Cllr Voden in item 14 as a member of the Village Hall Management Committee.
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 November 12th 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Beeson proposed to accept the minutes of November 12th 2020 as a true record of the meeting and decisions made and that delegated authority is given to the Chair to sign outside of the meeting. Seconded by Cllr Deal with all in favour.
6. **Matters of report:** The members confirmed receipt of all matters of report from the previous meeting:
 - **Sandbags:** Awaiting a date for the removal of the sandbags and confirmation of a better solution.
 - **Track at Mill Cottages:** This will be looked at after the Safer Route to School completion. Cllr Welham advised of stickers that have been put on the Parish Council signs at the track. It was agreed that the members all look at this and a resolution is made at the January meeting.
 - **SID Device:** The Clerk at Old Newton has advised that their insurance provider has agreed to cover the SID device whilst on loan to Stowupland as long as we cover the excess should a claim be made whilst in our care. The trial to borrow Old Newton SID device will start in early January.
 - **Incorrect markings for bus stop along Thorney Green:** County Councillor Gary Green has advised that the response has been sent back to highways and will be sorted but no current time line has been given.
 - **Jubilee Bench:** No further action has been taken following the removal of the slats.
 - **New gates at Cemetery:** Barking Forge have advised that the gates will be fitted in January 2021.
 - **Trial of Wooden Posts on Thorney Green:** Work has been completed awaiting the fitting of the reflectors.
 - **Cycle Prohibited Signs:** Awaiting information from Suffolk Highways regarding the cost of the signs.
 - **Footpath beside Gipping Road:** No further update.

- **Compulsory Purchase Order:** Agenda item.
- **Stump Grinding work in cemetery:** Awaiting date from Contractor.
- **New dog Bin at footpath 3:** New bin has been ordered.
- **Hunters Moon Track:** Agenda item.
- **Bench opposite Willow Wood:** Bench to be ordered.
- **Quote for headstone repairs:** To be actioned.
- **Complaint Sixth Form Centre High School:** Agenda item.
- **Letter sent to MSDC in response to planning application DC/20/01435:** No response has been made following the letter that was sent.
- **Track improvements at the Trinity Walk track:** MSDC still hope to complete the track improvements before Christmas.
- **Community Orchard at the Thorney Green Road development:** The Planning Officer reported that our query about the possibility of MSDC Public Realm Team taking over the Community Orchard has been passed onto the Public Realm Team and they will be in touch directly. The consent included a condition (10) which required that a specification of the Community Orchard, to include number and types of trees, details of short and long term maintenance and details of community involvement is approved by the Council. This has not yet been done so would be something that will need agreement in the future (prior to development above slab level).
- **Non-statutory consultation for the SEND Provision at Stowupland High School:** A response has been received and all members have received a copy.
- **Quote for the repair to the wooden junior multi play equipment:** Awaiting a quote for the work
- **Signage for Basketball area:** Signage has been ordered.
- **Quote for tree surgery in Play Park:** To be actioned.
- **Letters sent to the owners of properties at Thorney Green which directly front onto The Green referring to the parking of the Green Policy:** Letters sent.
- **Letter to owner of Retreat regarding access repair:** Letter has been sent.
- **Quote for moles:** Awaiting quote from Topgarden.
- **Quotes for the cleaning of bus shelters:** Awaiting quote.
- **Quote for the work to the dog bins:** Awaiting quote.
- **Displaced water hydrants:** Reported to Anglian Water.
- **Retreat Pond and footpath:** Quotes to be sought and a CIL bid made for Parish PIIP.
- **Quotations for the construction of a 1.5 meter footpath from The Green opposite Willow Wood to Willowcroft Thorney Green Road:** Quotes to be sought by the end of March 2021.

- **Investigation of Fit Villages and Most Active County Projects:** The Clerk to look at this in the New Year.
- **Quotation and costs for the extension of the Trim trail route with fitness equipment:** Future work.
- **Suffolk.cloud digital assessment of website:** The check of the website has been carried out and the Parish Council website is digitally compliant.
- **Quote for work to clear basketball area of leaves, weeds and sapling growth:** Agenda item.

7. **Public Forum:** Nothing to report.

8. **To consider a response to the Babergh and Mid Suffolk submission joint local plan (Regulation 19):**

Cllr Johnson proposed that delegated responsibility is given to Cllr Studd and Cllr Welham to complete the consultation return on behalf of the Parish Council and a request that representation is made at the hearing. Cllr Deal seconded and all were in favour. It was agreed that the response would include the following key points:

Section: Housing: Paragraphs: 06.07; 09.05; 09.06: Policy: SP01: Section 5 Details of representation

The high number of planning permissions which have not been built out demonstrates that concentrating development in villages along the A14 corridor will not achieve the target of new completions set in SP01(3).

Nor is it sustainable due to lack of infrastructure provision: lack of bus services, health services, accessibility to rail services and proximity to a range of other services.

The number of units planned for the villages should be reduced and more units allocated to Stowmarket and Needham Market, both of which have a wider range of services and rail connections to Ipswich, London, Cambridge etc.

There should also be more housing land allocated in villages along A140 and those with good access to Diss where there is a rail station and a wide range of services.

Section: Housing: Paragraphs: 06.07; 09.05; 09.06: Policies Map: Stowupland Place Map page 466:

Section 5 Details of representation

An area of land allocated in the Preferred Options draft of July 2019 (LA079) is not shown in the Reg 19 version. However, this land now has planning permission for 80 new homes, subject to completion of a Section 106 agreement. This number can now be subtracted from the allocation suggested for Stowupland in the Reg 19 submission. With a further reduction resulting from reducing the number of homes to be provided along the A14 corridor, as set out in our comments on SP01, LA078 is no longer required. Removing LA078 would allow the green gap between B1115 in Stowupland and A14 to be retained.

Section: Housing: Policy SP04: Section 6: Proposed modifications

It is proposed that the table relevant to MSDC be amended in part – as shown below:

Settlement hierarchy	OPPs (at 01/04/18)	New homes (2018-2037)	Total homes (2018-2037)
Ipswich Fringe	526	1192	1718 (14%)
Market Towns and Urban Areas	1124	3226	4350 (34%)
Core Villages	1464	2886	4350 (34%)
Hinterland Villages	517	750	1267 (10%)
Hamlets	200	231	431 (3%)
'Windfall'	-	500	500 (4%)
Total	3831	8785	12616

- 10. To consider a response to the Babergh and Mid Suffolk proposed revised Community Infrastructure Levy Charging rates under the Community Infrastructure Levy Regulation 2010 (as amended):** It was agreed that no comment would be made.
- 11. To consider the response from Suffolk County Council regarding the complaint about the Development and Regulation Committee decision-making process when permission was granted for the Sixth Form Centre at Stowupland High School additional car park and any further action to be taken:** The members confirmed receipt of the response made from Suffolk County Council. Cllr Johnson proposed that a further letter is sent to advise that the Parish Council are not satisfied with the response that was received. Cllr Melhuish seconded with all in favour.
- 12. To consider the response from MSDC Legal Department following the request for information on a Compulsory Purchase Order and further action to be taken:** The members confirmed receipt of the response from MSDC. Cllr Welham proposed that the Parish Council sets up a small working group under Cllr Reeves to consider the area of land that is required and obtain some quotes for costs from a Chartered Surveyor ready for discussion at the February meeting. Cllr Deal seconded and all were in favour.
- 13. To discuss and consider applying for a MSDC Locality Grant to update the Stowupland heritage walk leaflet and design and print a leaflet showing the Trim Trail and information boards:** Cllr Deal proposed that a locality budget of £300 is applied to MSDC for the work to redesign the leaflet. Cllr Johnson seconded and all were in favour. Cllr Welham agreed to contact MSDC to enquire if they would assist with this as they had previously produced a leaflet for the village.
- 14. To consider the quotes for the work to complete the posts at Hunters Moon:** The members confirmed receipt of the quotes. Cllr Welham proposed that the quote from S P Trees for £350.00 is accepted for the work at Hunters Moon. Cllr Johnson seconded with all in favour. Cllr Studd proposed that the

quote from S P Trees is accepted for £50 for the removal of the damaged post along Thorney Green and the post is put into storage. Cllr Hayward seconded and all were in favour.

15. To agree the quote received for the work to clear the basketball area at the play park: The members confirmed receipt of the quote. Cllr Johnson proposed that the quote from Topgarden for £120.00 is accepted. Cllr Beeson seconded with all in favour. Cllr Voden abstained.

16. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council:

1. DC/20/01435 Proposal & Location of Development: Householder Application - Installation of air source heat pump and enclosure Firtree Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DD. Planning permission has been granted.
2. DC/20/04202 Proposal & Location of Development: Householder Application for listed building consent - Installation of air source heat pump and enclosure Firtree Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DD. Listed Building Consent has been granted.
3. DC/20/04636 Proposal & Location Full Application - Change of use of land and erection of single storey extension to garage building/barn to form residential annexe for family member. Town Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DD. Planning permission has been granted.

17. To receive the minutes from the Finance & Policy meeting and agree any recommendations:

Members confirmed receipt of the minutes from the 26 November 2020.

1. Cllr Johnson proposed that the amended Terms of Reference for the Finance and Policy Committee are adopted. Cllr Studd seconded with all in favour.
2. Cllr Johnson proposed that the Parish Council accepts the continuation of the Direct Debit and Standing Order for Stowmarket Church Charity and Anglian Water. Cllr Studd seconded with all in favour.
3. Cllr Johnson proposed that a grant of £3,000 for Telstar is agreed for 2021-22. Cllr Studd seconded with all in favour. Cllrs Voden and Welham abstained.

18. To receive the Clerks report and any consider any action: Members confirmed receipt of the report and no comments were made.

19. To note summary of correspondence received before the meeting and consider any action:

1. To note correspondence from a resident regarding the Stowupland Heritage Leaflet: See item 12 above. It was agreed to ask if the Parish Council can have permission to use the information on the leaflet.
2. To note correspondence from a resident regarding dog poo: No action.
3. To note correspondence from Census Suffolk regarding census 2021: No action.

4. To note correspondence from Suffolk Highways regarding Christmas part lighting: It was agreed to follow the SCC option 1 to leave the part lit units on all night on Christmas Eve and New Year's eve.
5. To note correspondence from a resident regarding footpath 32: It was agreed that Cllrs Hayward and Melhuish along with the Clerk would arrange a site visit in the New Year at FP32 and to look into possible solutions. The Clerk to contact the PROW Officer to ask if they would attend the meeting.

20. To approve and authorise December payments (BACS, DD and cheque payments:

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Salaries	BACS	M Hawkins	261.51		261.51
Salaries	BACS	C Pizzey	980.24		980.24
Expenses	BACS	C Pizzey	60.58	2.40	62.98
PAYE	BACS	HMRC	238.54		235.54
Grass Cutting	BACS	Top Garden	630.00	126.00	756.00
Audit	BACS	PKF Little John	400.00	80.00	480.00
Cemetery	BACS	Mini Waste	141.67	28.33	170.00
Hall Hire	BACS	URC Church	70.00		70.00
Playpark	BACS	D Signs	60.00	12.00	72.00
Cemetery	BACS	Joe Herne	171.65		171.65
Training	BACS	SALC	25.00	5.00	30.00
Play Park	BACS	MSDC	50.68	10.14	60.82
Computer	BACS	Suffolk.Cloud	70.00		70.00
Subscription	BACS	SLCC	111.00		111.00
			3,290.87	263.87	3,554.74

Cllr Johnson proposed that the payments be made with the Garrod Construction payment being withheld until work has been complete. Cllr Hayward seconded and all were in favour.

21. Dates of next meetings: Members are asked to note that the next Parish Council meeting:

1. Full Parish Council is scheduled 14th January 2021 via zoom commencing at 7.30pm
2. Finance and Policy is scheduled 20th January 2021 via zoom commencing at 7.30pm

Meeting closed 20.59 pm