

STOWUPLAND PARISH COUNCIL

Minutes of the Virtual Meeting of the Parish Council held on 12th November 2020 via VIDEOCONFERENCE

Present (by video): Laura Beeson, John Hayward, Laura Johnson, Debra Melhuish, Paula Murton, Ray Studd, Jerry Voden, Keith Welham, Claire Pizzey (Clerk) and 2 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 Philip Deal. 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.

District Councillor K Welham highlighted:

- The Joint Local Plan has been approved at a MSDC meeting and the consultation will run from 12 November to the 24 December 2020.
- MSDC Planning Department advised that they will wait to see what comments are made by the Parish Council before they consider a response to the Planning application for the SEND building at Stowupland High School.
- Babergh and Mid Suffolk District Councils are carrying out a consultation in relation to proposed revised Community Infrastructure Levy (CIL) charging rates.
- The District Council are offering additional help to local business during the second Lockdown.
- An update has been received from the Planning department regarding the control crossing at the A1120 to the Co-op. The correspondence had been received too late to be included in the agenda.
- Bloor Homes have agreed to work with MSDC to provide a link from the bus shelter at Trinity Walk.

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:** 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 October 8th 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Studd proposed to accept the minutes of October 8th 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 Johnson with all in favour.
6. **Matters of report:** The members confirmed receipt of all matters of report from the previous meeting:
 - **Sandbags:** Cllr Gary Green has advised the following after a site meeting:

It is believed by an officer I met today that some of the problem could be that as we've done the bags on both sides of the road then in effect we've narrowed the road so if a lorry and a car then meet one has to mount the bags and this has probably caused a lot of the problems.

Due to how many loose lumps of concrete now then highways are going to remove them all for now and we will look at a better solution to the issue in the spring.

With that in mind I have asked for a price to potentially kerb from the bus stop to Hunters Moon to see what it's likely to cost.

- **Track at Mill Cottages:** This will be looked at after the Safer Route to School completion.
- **The Green by Butchers:** See The Green minutes.
- **SID Device:** See Clerks report.
- **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 out 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 been advised that the work has been completed in the cemetery. Awaiting a date for the installation of the gates.
- **Removal of ash tree and ranch style fencing:** Work has been completed.
- **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:** Awaiting a response from MSDC Legal Department.
- **Trinity Walk Link Project:** Agenda item
- **Siting for bench for the Cemetery:** Work is complete.
- **Letter to MSDC:** Agenda Item
- **Hedge at Churchyard:** Work has been complete.
- **Stump Grinding work in cemetery:** Awaiting date from Contractor.
- **New dog Bin at footpath 3:** New bin has been ordered.
- **Hunters Moon Track:** Awaiting quote.
- **Bench opposite Willow Wood:** Bench to be ordered.
- **Quote for headstone repairs:** To be actioned.
- **East of England Apples and Orchard Project:** Agenda item.
- **Additional Car Park at the High School:** An official complaint has been made. The complaint has been passed to the relevant Service Manager and a response can be expected by the 18th November.

- **Letter to owner of Fish & Chip Shop:** The letter was sent to the owner of the Fish and Chip Shop. An agreement to purchase a bin to be put outside the shop was made.
7. **To fill the casual vacancy for a Parish Councillor by co-option:** The Clerk reported that she had received a nomination for Mrs Debra Melhuish to join the Parish Council. Cllr Johnson proposed that Mrs Debra Melhuish was co-opted onto the Council. Cllr Beeson seconded and all agreed. Delegated authority to sign the declaration form outside of the meeting was given.
 8. **Public Forum:** Nothing to report.
 9. **To agree a response to MSDC in relation to the response made to the Parish Council on the approach made to planning application DC/20/01435:** The members discussed the response. Cllr Studd proposed that the draft letter should be sent to MSDC to advise that the Parish Council remain concerned that the developer may find a way to proceed without a suitable pedestrian crossing facility being agreed on the A1120 at the Co-op and The Parish Council asks that this condition is met in the S106 agreement and the draft copy of this element of the S106 is seen before it is signed. Cllr Beeson seconded with all in favour.
 10. **To agree the work proposed by MSDC for the track improvements at the Trinity Walk track:** The members discussed the proposed works. Cllr Studd proposed that the Parish Council accepts the track improvements. Cllr Beeson seconded with all in favour.
 11. **To discuss the proposal for the Community Orchard at the development on Land West of Thorney Green Road following the additional information received and agree any action:** The members readdressed the proposal for the community orchard. Cllr Studd proposed that the Parish Council contacts MSDC planning department and find out if they would reconsider the varieties of trees being proposed following the advice given by The Apple and Orchards Project and ask if Public Realm Department would take over the management of the land. Cllr Hayward seconded and all were in favour.
 12. **To agree a response to the Non-statutory consultation for the SEND Provision at Stowupland High School:** The members discussed the consultation. Cllr Johnson proposed that a response is made to include the following comments:-
 - 14 parking spaces are included on the application but no consideration is given for a student drop-off area. This needs to be addressed to avoid congestion on the access to the Stowupland Sport Centre.
 - No details have been provided on vehicle movements. The school access is congested at the start and end of the school day. This already causes queueing on the A1120 and traffic and road safety hazards. Problems will worsen with extra traffic if this project goes ahead. The Parish Council feels that the access and the junction to the A1120 has reached its safe capacity.

- A public right of way runs through or close to the proposed site. Will this need to be diverted either permanently or temporarily, or to be protected from construction vehicles.
- Construction traffic, noise, mud, dust etc. will be a problem, especially as all deliveries will need to come through a busy school site. Residents have endured many months of disruption whilst the main school extension and associated car parking has been constructed. Is it reasonable for them to have to endure a further 22 weeks?
- The Parish Council feels that the former Stowmarket Grammar school would be a better location. More convenient for facilities available at the Mid Suffolk Leisure Centre.

Cllr Voden seconded and all were in favour.

13. 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/20/04636:** Proposal: Full Application - Change of use of land and erection of single storey extension to garage building/barn to form residential annexe for family member.
Location: Town Farm, Saxham Street, Stowupland, Stowmarket, Suffolk, IP14 5DD: The members discussed the application. Cllr Studd proposed that the application is supported and a comment is made that the annexe should only be used by family members. Cllr Voden seconded with all in favour.
2. **DC/20/04699:** Proposal: Householder Application - Erection of two- storey side extension
Location: 25 Highfield Road, Stowupland, Stowmarket, Suffolk, IP14 4DA: The members discussed the application. Cllr Studd proposed that the Parish Council supports the application. Cllr Voden seconded with all in favour.

14. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:

1. DC/20/01435 Proposal & Location of Development: Outline Planning Application (All matters reserved) Erection of up to 80 dwellings. Land To The South Of, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AX. Outline planning permission has been granted.
2. DC/20/03431 Proposal & Location of Development: Full Planning Application - Conversion of storage building to form 1No holiday let. Town Farm, Saxham Street, Stowupland, Stowmarket Suffolk IP14 5DD. Planning permission has been granted.

15. To receive a report from the Cemetery and Churchyard Officer: The members confirmed receipt of the report and no comments were made.

16. To receive a report following the playpark annual inspection and consider any recommendations: The members confirmed receipt of the report.

1. Cllr Johnson proposed that the Junior Multi play is repaired as soon as possible and that the Clerk in conjunction with the Chairman approves the repair within the limit of their authority to spend. Cllr Murton seconded with all in favour.
2. Cllr Welham proposed that signage is provided for the multiuse area and that the Clerk in conjunction with the Chairman approves the signage within the limit of their authority to spend. Cllr Studd seconded with all in favour,
3. Cllr Welham proposed that a quote is sought for the work to the trees in the play park. Cllr Studd seconded with all in favour.

17. To receive the report from The Green working Group and consider the recommendations: The members confirmed receipt of the report.

1. Cllr Welham proposed that the Parish Council writes to the owners of cars parked on The Green near the Fish and Chip shop referring to the no parking section in The Green policy. Cllr Murton seconded with all in favour.
2. The members discussed the proposal for a one way order. Cllr Welham proposed that the Committee would ask for this to be an agenda item for the future. Cllr Murton seconded with 7 in favour and 1 against.
3. Cllr Welham proposed that the grass contractor is contacted to take action in respect of the moles causing damage in a number of areas of The Green. Cllr Murton seconded and all were in favour.
4. Cllr Welham proposed that the quotes are sought to clean the bus shelters and action any repairs needed. Cllr Murton seconded with all in favour.
5. Cllr Welham proposed that a quote is sought for the dog bin nearest the footbridge to be remounted on a new post nearer to the litter bin and the Dog bin nearest to kissing gate to be remounted on a new post. Cllr Murton seconded and all were in favour,
6. Cllr Welham proposed that the Parish Council writes to the owner of The Retreat to request repair of their access. Cllr Murton seconded with all in favour.
7. Cllr Welham proposed that the Parish Council informs the Water authority of displaced hydrant markers beside the track to Waterworks Cottage and at the junction of Thorney Green/Thorney Green Road. Cllr Murton seconded with all in favour.
8. Cllr Welham proposed that the repair and treatment of seats around The Green, Improvements to footpath near The Retreat Pond and additional cuts to large areas of The Green are included in future Council expenditure. Cllr Murton seconded with all in favour.

18. To receive a report from the Trim Trail Working Group and consider any recommendations: Members confirmed receipt of the report.

1. Cllr Welham proposed that the working group seeks quotations for the construction of a 1.5 meter wide path and investigate the correct surface for runners and pedestrians from The Green opposite Willow Wood to Willowcroft and preparation of a bid for Parish CIL. Cllr Studd seconded with all in favour.
2. Cllr Welham proposed that the working group investigates signing up for Fit Villages and Most Active County Projects. Cllr Beeson seconded with all in favour.
3. Cllr Welham proposed that the report is written for Telstar in early 2021 to include a request for help in preparing a map and guide to the route. Cllr Beeson seconded with all in favour.
4. Cllr Welham proposed that planning of an extended route with fitness equipment be progressed, quotations of cost to be sought and bids for funding prepared. Cllr Voden seconded with all in favour.

19. To receive the Clerks report and any consider any action: Members confirmed receipt of the report.

The Clerk updated the members on a response that had been received from the contractors working on the new sixth form building. *Work to construct the new sixth form centre at Stowupland High School is nearing completion and is expected to be handed over to the school in early December. Final preparations are being made to complete the internal finishes and fit out. When complete the new facility will provide students with modern learning spaces featuring four Class Bases, a Food Technology Room, Media Suite, Common Room and a Performing Arts Studio. Additional car parking and a new coach park will be handed over to the school along with an enhanced landscaping scheme.'*

20. To agree the cost of £70.00 for Suffolk.cloud to carry out a check of the website: Cllr Welham proposed that Suffolk.cloud should carry out a check of the website. Cllr Murton seconded and all were in favour.

21. To agree that Clerk and Vice Chairman can arrange the insurance cover for the loan of the SID device from Old Newton Parish Council: Cllr Welham proposed that the clerk and Vice Chairman could arrange the insurance cover for the loan of the SID device. Cllr Voden seconded with all in favour.

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

1. To note correspondence from a resident regarding permission for drone flight: It was agreed that a response is made to advise that the Parish Council are unable to grant permission for the flying of drones over The Green as it is an open public space.
2. To note correspondence from Woolpit Action Group regarding Bury Road planning application: No action.
3. To note correspondence from a resident regarding the post trail: It was agreed to respond to the resident to advise that this is a six month trial and the Parish Council will be reviewing this in due course.

4. To note correspondence from a resident regarding the post trail: No action.
5. To note correspondence from the Village Hall regarding the basketball court: It was agreed to ask the grass contractor to carry out the work to clear the leaves, weed and sapling growth in the basketball court.
6. To note correspondence from a resident regarding Gateway 14: It was agreed to respond to the resident to advise that the Parish Council will make a comment when a planning application is received and they do not wish to join with other organisations.
7. To note correspondence from a resident regarding High School parking: It was agreed to respond to the resident to advise that the Parish Council are aware of the situation and posts are to be provided at the end of Hunters Moon track and then will assess the situation once the posts have been erected.
8. To note correspondence from the River Gipping Trust: No action.
9. To note correspondence form a resident regarding the post-trial: No action.

23. To approve and authorise November payments (BACS, DD and cheque payments:

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Salaries	BACS	M Hawkins	261.31		261.31
Salaries	BACS	C Pizzey	957.25		957.25
Expenses	BACS	C Pizzey	137.39	2.40	139.79
Cemetery	BACS	WAVE	1.40		1.40
Speedwatch	BACS	Speedar Limited	70.50	14.10	84.60
Website	BACS	Suffolk.cloud	150.00		150.00
Churchyard Maintenance	BACS	SP Trees	275.00		275.00
Donation	BACS	Royal British Legion	25.00		25.00
Dog Poo Bags	BACS	J R B Enterprise	52.95	10.59	63.54
CIL	BACS	S P Trees	2,140.00		2,140.00
Cemetery	BACS	S P Trees	2,700.00		2,700.00
Cemetery	BACS	Joe Herne	173.99		173.99
Grass Cutting	BACS	Top Garden	630.00	126.00	756.00
Training	BACS	SALC	12.50	5.50	1500
Training	BACS	SALC	25.00	5.00	30.00
			7,612.29	£160.59	£7,772.88

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

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

1. Finance and Policy is scheduled 26th November 2020 via zoom commencing at 7.30pm
2. Full Parish Council is scheduled 10th December 2020 via zoom commencing at 7.30pm

Meeting closed 21.14 pm