

STOWUPLAND PARISH COUNCIL  
Minutes of the Virtual Meeting of the Parish Council held on 14<sup>th</sup> January 2021 via VIDEOCONFERENCE

Present (by video): Laura Beeson, Philip Deal (arrived at item 2), John Hayward, Laura Johnson, Debra Melhuish, Ray Studd, Jerry Voden, Keith Welham, Claire Pizzey (Clerk) and 1 member of the public

1. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972)):** Cllr Sally Reeves and District Councillor Rachel Eburne. 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 Keith Welham highlighted:
  - A further COVID grant is available for people on low incomes and who have to self-isolate.
  - Advised that Grants for home adaptation are available if the members know of anyone who needs adaptations in their homes due to disability or long-term health conditions. Applications now being assessed by MSDC and the SCC.
  - Currently suspended the brown bin service due to COVID-19No 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 December 10<sup>th</sup> 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Hayward proposed to accept the minutes of December 10<sup>th</sup> 2020 as a true record of the meeting and decisions made and that delegated authority is given to the Chair to sign the minutes outside of the meeting. Seconded by Cllr Studd 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.
  - **SID Device:** It has been agreed to delay the use of the SID device until after the latest lockdown.
  - **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 slates.
  - **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.

- **Cycle Prohibited Signs:** Awaiting information from Suffolk Highways regarding the cost of the signs.
- **Footpath beside Gipping Road:** No further update.
- **Compulsory Purchase Order:** It had been agreed that the Clerk obtains some quotes from a Chartered Surveyor for discussion at the February meeting but it now considered more appropriate to await the Chairman's return.
- **Stump Grinding work in cemetery:** Awaiting date from Contractor.
- **New dog Bin at footpath 3:** New bin has been ordered awaiting quote for the installation.
- **Hunters Moon Track:** The Contractor has advised that the work will be completed by the end of January.
- **Bench opposite Willow Wood:** Bench to be ordered.
- **Quote for headstone repairs:** To be actioned.
- **Complaint Sixth Form Centre High School:** The Clerk reported that she had received a phone call from James Cutting, Head of Planning to advise that he hadn't forgotten to reply and would be respond as soon as he had all the information to forward to the Council regarding the complaint.
- **Track improvements at the Trinity Walk track:** Work has been completed.
- **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.
- **Letter to owner of Retreat regarding access repair:** Letter has been sent.
- **Quotes for the cleaning of bus shelters:** Agenda Item.
- **Quote for the work to the dog bins:** Awaiting quote.
- **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.
- **Quote for work to clear basketball area of leaves, weeds and sapling growth:** Awaiting date from contractor.
- **Heritage leaflets:** The locality bid will be for other routes around in the village.
- **Meeting with PROW officer at footpath 32:** This had been put on hold until after lockdown 3.0

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

- 8. To consider the quotes for the work to clean the bus shelters:** Members confirmed receipt of the quote. Cllr Johnson proposed that the quote received from Joe Hearn for £90 to clean the bus shelters is agreed. Cllr Studd seconded with all in favour.
- 9. To consider and agree a response to the consultation on planning application SCC/0108/20MS: Construction of a new standalone block to provide 18 KS2 SEND places, with associated additional car and cycle parking. Stowupland High School, Church Road, Stowupland, IP14 4BQ:** The members discussed the application. Cllr Studd proposed that the response made at the pre-application should be sent again as the response to the planning application. Cllr Johnson seconded and all were in favour.
- 10. 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/20/05867:** Proposal: Householder Planning Application - Erection of a detached outbuilding and store. Location: Talpa View, Thorney Green, Stowupland, Stowmarket Suffolk IP14 4AE: The members discussed the application. Cllr Studd proposed that no comment is made. Cllr Johnson seconded and all were in favour.
- 11. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council:**
- **DC/20/04699** Proposal & Location of Development: Householder Application - Erection of two-storey side extension. 25 Highfield Road, Stowupland, Stowmarket, Suffolk, IP14 4DA: Planning permission has been GRANTED.
- 12. To receive the Clerks report and consider any action:** Members confirmed receipt of the report and no comments were made.
- 13. To receive Councillor reports:** Cllr Voden reported that the emergency numbers in the SOS packs are still operational. It was agreed that Cllr Voden forwards these to the editor of Telstar for inclusion in the magazine. Cllr Studd reported that Linden homes are starting on site earlier than the construction management plan. Cllr Hayward reported that he had some ideas to put forward for when the meeting is re-scheduled at footpath 32. Cllr Johnson asked about the length of time left on the post-trial. It was agreed to add an agenda item to the February meeting to discuss this and consider the state of The Green beside the butchers.
- 14. To note summary of correspondence received before the meeting and consider any action:**
1. To note correspondence from MSDC Public Realm Department regarding Community Caretaker Grant 2020-21: No action.
  2. To note correspondence from a The John Milton Academy Trust regarding the SEND units at Stowupland High School and Mendlesham Primary School: No action.

3. To note correspondence from a resident regarding moles on The Green: The members discussed the correspondence. It was agreed to respond to the resident to advise that after careful consideration the Parish Council feels that as areas of The Green are used by children and because of H&S concerns, they would continue to eradicate all moles but have agreed to leave Half a Mow.
4. To note correspondence from a resident regarding vehicles blocking the footpath at the Butchers: It was agreed that the Clerk contacts the football club to ask that a message is sent out to remind their members of the footpath that runs through the car park at the Butchers and to consider this when parking to use the pitch on The Green.
5. To note correspondence from MSDC regarding Climate Change: No action.
6. To note correspondence from Suffolk Police regarding the PCC's proposal for the policing element of the council tax: No action.

**15. To approve and authorise January 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	910.54		910.54
Expenses	BACS	C Pizzey	80.86	2.40	83.26
Expenses	BACS	C Pizzey	80.00		80.00
CIL	BACS	Stowupland PCC	4,250.00		4,250.00
Cemetery	BACS	Joe Hearn	20.00		20.00
CIL	BACS	Garrod Construction	11,420.00	2,284.00	13,704.00
			17,022.71	2,286.40	19,309.11

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

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

1. Finance and Policy is scheduled 20<sup>th</sup> January 2021 via zoom commencing at 7.30pm
2. Extra Ordinary Parish Council is scheduled 20<sup>th</sup> January 2021 via zoom commencing at 7.45pm
3. Full Parish Council is scheduled 11<sup>th</sup> February 2021 via zoom commencing at 7.30pm
4. Trim Trial Working Group is scheduled for 18<sup>th</sup> February 2021 via zoom commencing at 7.30pm

Meeting closed 20.14 pm