

STOWUPLAND PARISH COUNCIL

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

Present (by video): Laura Beeson, John Hayward, Laura Johnson, Sally Reeves (Chair), Ray Studd, Jerry Voden, Keith Welham, District Councillor Rachel Eburne, 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 Phil Deal 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. No comments were made.
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 21st 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Welham proposed to accept the minutes of August 21st 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 Beeson with all in favour.
6. **Matters of report:** The members confirmed receipt of all matters of report from the previous meeting:
 - **Sandbags:** County Councillor Gary Green had updated the Council and advised that he is meeting with Highways to agree a way forward. It may mean having the debris cleared and then having them relayed in the spring. Highways believe the reason for the issues was due to the time of year the work was carried out. County Councillor Gary Green advised that a further update will be provided after the meeting
 - **Track at Mill Cottages:** This will be looked at after the Safer Route to School completion.
 - **The Green by Butchers:** Awaiting a Green inspection.
 - **SID Device:** The Clerk has contacted the manufacturer with the dimensions of the posts no response to date. Cllr Welham reported that there are a number of SID devices that record data, speed and time. Most are supplied by Radarlux or Westcotec. There are currently no devices with APNR and the county are waiting for go ahead by the Police for this pilot. District Councillor Eburne suggested contacting Wetherden Parish Council as they have a number of volunteers that use the SID devices that collate data.
 - **Incorrect markings for bus stop along Thorney Green:** County Councillor Gary Green has been advised that the Parish Council would like to see a hard standing laid so that residents using the buses can exit the bus and access the new footpath without standing on the sandbags or grass. It was agreed to accept the 1.8 x 9.8m path at the edge with raised kerbs but the link back to the

new footway to be positioned from the raised kerb area. It was also asked that the small paved area be extended back to link with the new footway for access to the bus shelter. Surfacing to be agreed between the Parish Council and Suffolk Highways.

- **Jubilee Bench:** No further action has been taken following the removal of the slates.
- **New gates at Cemetery:** This work has been scheduled for the end of October.
- **Removal of ash tree and erection of ranch style fencing:** This work has been scheduled for October.
- **Trial of Wooden Posts on Thorney Green:** Agenda item
- **Cycle Prohibited Signs:** Awaiting further update from SCC Gary Green.
- **Meeting with County Councillor Cabinet member:** Not actioned.
- **Footpath beside Gipping Road:** No further update.
- **Churchyard Maintenance Schedule:** The Maintenance agreement has been signed by the PCC and returned to the Clerk.
- **Compulsory Purchase Order:** Agenda item.
- **Trinity Walk Link Quotes:** The Chairman and Clerk met with Andrew Graham from MSDC to discuss the Trinity Walk link. After a lengthy meeting and information to be sought a report will be written for the October meeting.
- **Siting for bench for the Cemetery:** The Contractor has advised that he is no longer able to carry out this work as it was priced within the quote for the larger work at the cemetery. The Chairman agreed to approach another Contractor who is carrying out work in the cemetery.
- **Horse Signs:** An email was sent the Stowmarket SNT Team who have made contacted. They advised sending words of advice to the riders if known to the Parish Council. If this doesn't have any effect they would be willing to speak to them on our behalf. It was agreed to write an article for Telstar.
- **Letter to MSDC:** Letter has been sent and a copy sent to all Councillors.
- **Hedge at Churchyard:** Work has been scheduled for October.
- **Stump Grinding work in cemetery:** The Contractor to advise when the work will be carried out.
- **Facilities Manager:** An email has been sent to the Facilities Manager asking when the hedges and trees overhanging the footpaths from the School field will be cut. Still awaiting a response.
- **New dog Bin at footpath 3:** Not actioned.
- **Archiving:** All archiving has been completed and the boxes will be moved during October.
- **Suffolk.cloud:** Training has been booked for Friday 11th September.
- **Hunters Moon Track:** Agenda item

- **Emergency Access at Trinity Meadows Development:** The Clerk emailed Bloor Homes who have advised that the barriers will be installed on the 11th September.
- **Letter to resident regarding Environmental issues:** Letter sent
- **Memorial Tree:** Agenda item.

7. Public Forum: Nothing to report.

8. To agree the future of the Post Trial Project: The Chairman reported that there had been an increase in the price from the original quote received due to a rise in the cost of materials. Members had received information on alternate materials that could be used and they discussed the options available. Cllr Studd proposed that the Parish Council accept the quote for the softwood posts with sleeves and to trial the posts for a period of 6 months on the area that has been decided. Cllr Johnson seconded and all were in favour.

The Chairman asked members to consider approaching Suffolk Highways to ask for a contribution towards an extension of the post trail rather than spending the money on any additional work to the sandbags. It was agreed to wait until after the six month trial period is over to see if any work to the sandbags has been completed before making a decision.

9. To receive a report on the meeting held to discuss the track at Hunters Moon and consider any action to be taken: The members discussed the report. It was felt that the only outstanding issue was that of the posts. The Chairman proposed that 4 posts are installed on the Green as per the report and that Garrod Construction are asked to quote and carry out the work. Cllr Studd seconded with all in favour. The Chairman asked the Clerk to respond to the residents via Cllr Murton.

10. To discuss and consider a compulsory purchase order to acquire land for the cemetery: The members discussed the NALC paper on compulsory purchase order. It was agreed to contact the District Council to find out more information about what would be involved.

11. To receive a report from The Green Sub-committee and consider any recommendations made: The members confirmed receipt of the report.

1. Cllr Welham proposed that the two memorial trees could be positioned centred between three existing trees on half a mow in front of Green Farm House. Cllr Beeson seconded with all in favour. It was agreed that Cllr Welham would meet with the residents when they are ready to plant the trees.
2. Cllr Welham proposed that the price of a new bench is sought to replace the broken bench on The Green opposite Willow Wood. Cllr Studd seconded with all in favour. The bench is to be removed straight away and the concrete base to be made good ready for the new bench to be installed. The Clerk to seek a quote for the new bench.

12. To receive the report from the Allotment Officer and consider the recommendations made:

1. Cllr Voden proposed that letters are written to the plot holders of 51/52, 49/50 & 38. Cllr Beeson seconded and all were in favour.
2. Cllr Voden proposed a working party to discuss the re-letting of plots 31-34. Cllr Beeson seconded with all in favour. Cllr Beeson and Hayward agreed to form the working party.
3. The members discussed the correspondence that had been received from the tenant of plot 31-34. It was agreed that a response is made to the resident once the working party have met.

13. To receive a report from the Trim Trail Working Group: The members confirmed receipt of the report. No comments were made.

14. To receive a report from the cemetery Officer and agree any recommendations: Members confirmed receipt of the report. Cllr Voden proposed that the Cemetery Caretaker is asked to quote to secure the headstones and memorials as highlighted during the topple test. Cllr Welham seconded with all in favour.

15. To receive the Clerks report and any consider any action: Members confirmed receipt of the report. A working party was agreed to clean the paint from the Playpark fence. Cllr Welham reported that he had discussed the Footpath link from Bloor Homes to Trinity Walk bus stop with the planning officer was assured it was in hand for delivery.

16. To agree the Neighbourhood CIL Expenditure Report for 2019/20: Members confirmed receipt of the document. The Chairman proposed that the CIL return for 2019-2020 was signed. Cllr Welham seconded and all were in favour. Cllr Welham reported that the Parish CIL money had not been calculated for the additional 19 homes on the second phase of the Bloor Homes development.

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

1. To note correspondence from The East Anglian Traction Engine Society regarding visiting the village on 2021: It was agreed that although it would be lovely to see the vehicles in the village however The Greens policy states that there is no parking on The Green.
2. To receive correspondence from MSDC regarding licensing consultation: No action.

18. To approve and authorise September 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	974.15		974.15
Expenses	BACS	C Pizzey	43.68	2.40	46.08
PAYE	BACS	HMRC	228.70		228.70
Donation	BACS	Telstar	50		50
Tree Surgery	BACS	REWTS	250.00	50.00	300.00
Misc.	BACS	ICO (Claire Pizzey)	40.00		40.00
Grass Cutting	BACS	Top Garden	630.00	126.00	756.00

2,478.04	178.40	2,656.44
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Cllr Beeson proposed that the payments be made and Cllr Voden seconded and all were in favour.

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

1. Finance and Policy is scheduled 17th September 2020 via zoom commencing at 7.30pm
2. Full Parish Council is scheduled 8th October 2020 via zoom commencing at 7.30pm

20. 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 21 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act. Cllr Voden seconded and all were in favour.

21. To exclude the public to discuss business of a confidential nature: The Council was advised that new pay scales for Clerks had been made effective from 1 April 2020 in accordance with the National Joint Council for Local Government Services (NJC). It was agreed that the Council should adopt the increase agreed by NJC in LC28, effective 1 April 2020. The Chairman also advised members that the Clerk has taken on a Locum role for a neighbouring Parish.

Meeting closed 21.15 pm