

# STOWUPLAND PARISH COUNCIL

## Minutes of the Virtual Meeting of the Parish Council held on 11 June 2020 via VIDEOCONFERENCE

Present (by video): Laura Beeson, John Hayward, Laura Johnson, Paula Murton, Sally Reeves (Chair), Ray Studd, Jerry Voden, and Keith Welham, District Councillor Rachel Eburne, Claire Pizzey (Clerk) and 1 member of the public

1. **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 number and range of grants are available and encourages organisations to contact them to discuss further.
2. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972):** Apologies were received from District Councillor Rachel Eburne. The apologies were noted.
3. **To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** Cllr Paula Murton declared an interest in items 8 & 9 as a resident of Hunters Moon.
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 May 14 2020 as a true record:** All Councillor's confirmed receipt of the minutes. Cllr Keith Welham proposed to accept the minutes of 14 May 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 Ray Studd with all in favour.
6. **Matters of report:** The members confirmed receipt of all matters of report from the previous meeting:
  - **Ditch along Columbyne Close:** The Chairman agreed to contact the Contractor to ask if he was able to complete this work now they were back working.
  - **Sandbags:** County Councillor Gary Green advised that this would be addressed after the COVID-19 issue.
  - **Track at Hunters Moon:** Agenda item.
  - **Track at Mill Cottages:** Will be looked at after the Safer Route to School completion at the end of May 2020.
  - **Meeting with Suffolk Highways regarding traffic safety on A1120 at the Co-op Service Station:** Response made following last month's meeting. See email response from Suffolk Highways.

- **Traffic Count B1115/A1120 junction:** The Clerk has reported on the SCC portal still no response from Highways. Report reference number is: 00264431 – 02.01.2020. The Chairman has contacted County Councillor Gary Green on 16 April. To date no response.
- **Digital compliant:** The Clerk and Chairman were due to attend a training which was cancelled due to COVID-19.
- **The Green by Butchers:** Awaiting a Green inspection.
- **SID Device:** The Clerk has contacted the manufacturer and they need some information relating to the size of the posts.
- **Incorrect markings for bus stop along Thorney Green:** The Chairman escalated this to County Councillor Gary Green who has advised that he has received correspondence apologising for the position of the markings and this will be rectified once the COVID-19 measures have been lifted
- **Jubilee Bench:** No further action has been taken following the removal of the slats.
- **Track at Trinity Walk:** No further action due to COVID-19.
- **New gate at Cemetery:** No further action due to COVID-19.
- **Quotes for removal of ash tree and ranch style fencing:** No further action due to COVID-19.
- **Trial of Wooden Posts on Thorney Green:** The Clerk is currently obtaining quotes from three contractors. County Councillor Gary Green has advised that from their records SCC consider that there is a strip of highway verge along both sides of the road and this is probably about 1.2m wide, if the Parish Council want to erect wooden posts within that section then a licence would be required from us (they would need to be a minimum of 450mm back from the road edge) - if further back than 1.2m, as this is not highway, they wouldn't need one. The licensing team have suggested that the Parish Council should check with MSDC if planning permission is required and also seek permission from the owner of the Village Green. District Councillor Keith Welham contacted MSDC and they advised that planning permission is not required for fences/posts under one metre in proximity of the highway,
- **Cycle Prohibited Signs:** County Councillor Gary Green advised that this would be addressed after the COVID-19 issue.
- **Meeting with County Councillor Cabinet member:** Not actioned.
- **Footpath beside Gipping Road:** Report made on SCC portal 21 March 2020. Escalated to County Councillor Gary Green. No response to date.
- **Meeting with Bloor Homes:** Cllr Welham had contacted Bloor Homes and they agreed to attend a Zoom meeting with the Parish Council. He was awaiting confirmation of attendees.

- **Den building:** A date is still to be set.
  - **Rights of Way Annual Surface Clearance Programme 2020:** First cut complete.
7. **Public Forum:** Nothing to report.
8. **To agree the quote for the track at Hunters Moon:** The members discussed the quote received. Cllr Voden proposed that the quote from Garrod Construction for £2,726 is accepted. Cllr Beeson seconded with all in favour. Cllr Murton abstained
9. **To agree that a CIL application can be raised for £2,000 towards the work at Hunters Moon:**  
Cllr Johnson proposed that a CIL application is raised for £2,000 towards the works to the track at Hunters Moon. Cllr Deal seconded and all were in favour. Cllr Murton Abstained.
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/20/01950 – Proposal:** Planning Application. Use of building as a motor vehicle repair and servicing garage and MOT vehicle Testing Centre. Location: Whitehouse Farm, Whitehouse Lane, Earl Stonham, IP14 5HE: The members discussed the application. Cllr Studd proposed that the application is approved. Cllr Beeston seconded with all in favour.
11. **Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:**
- **DC/20/00771** - Full Planning Application - Erection of 1No. Detached dwelling. Land Adjacent Oak View, Saxham Street, Stowupland, Suffolk: **PLANNING PERMISSION HAS BEEN GRANTED** in accordance with the application particulars and plans listed in section A.
  - **DC/19/05316 – Proposal & Location of Development:** 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 Land To The West Of, Thorney Green Road, Stowupland, Stowmarket Suffolk IP14 4B: **RESERVED MATTERS HAVE BEEN APPROVED** in accordance with the application particulars and plans listed in section A
  - **DC/19/05317 - Proposal & Location of Development:** Submission of details under Outline Planning Permission 5024/16 (Allowed under Appeal Ref: APP/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. Land to the West Of, Thorney Green Road, Stowupland, Stowmarket, Suffolk, IP14 4BY: **RESERVED MATTERS HAVE BEEN APPROVED** in accordance with the application particulars and plans listed in section A.

**12. To receive a PIIP report and agree the following recommendations:** Members confirmed receipt of the report.

1. Cllr Welham proposed that a CIL Contribution of £4,250 is made to the Church Council for carpeting of the nave and vestry following confirmation from the MSDC Infrastructure Team that this spend is allowed. Cllr J Hayward seconded, Cllr Johnson objected and all were in favour.
2. Cllr Welham proposed that further information is sought from Stowupland Pre-School on their regeneration project spend before a decision is made to allocate CIL funding to the project. Cllr Johnson seconded with all in favour.
3. Cllr Welham proposed that the project list and agree it forms part of an updated PIIP to be submitted to MSDC:
  - Works to the Hunters Moon access from Thorney Green
  - Works to the Mill Cottages access on Thorney Green
  - Posts to protect The Green from parked vehicles
  - Cemetery gates and frontage
  - Land for a cemetery extension or a new cemetery
  - Pedestrian Crossing Facility at the Co-op
  - Link improvement between Trinity Walk and the footpath to Freeman School/the church
  - Trim Trail
  - Village Hall/Community and Sports Facilities – Extension and upgrading or replacement.

Cllr Studd seconded with all in favour.

**13. To receive an allotment report and agree the following recommendations:** Members confirmed receipt of the report.

1. Cllr Voden proposed that a gate could be installed between plots 18/19 at the cost of the allotment holders. Cllr Beeson seconded with all in favour.
2. Cllr Voden proposed that the Clerk writes letters to the allotment holders following the allotment inspection. Cllr Deal seconded with all in favour.

**14. To agree that half-a-mow is cut in July:** The Chairman proposed that contact is made with Mr Carter to ask if he is happy to make the first cut to half-a-mow in July. Cllr Welham seconded with all in favour. Cllr Reeves agreed to make contact.

**15. To receive the Clerks report:** The members noted the Clerk report. No comments were made.

**16. To note a summary of correspondence received before the meeting and consider any action:**

1. To note correspondence from The Countess of Euston regarding copy of The Queens VE day speech: No action

2. To note correspondence from Old Newton Clerk regarding comments on application for an operator licence at Old Bells Farm: No action
3. To note correspondence from Sport England regarding sports facilities on The Green: It was agreed that a response is needed to be made to record the sport facilities available on The Green.
4. To note correspondence from allotment holder: It was agreed that the Allotment Officer would investigate and report to the Clerk.
5. To note correspondence from resident regarding land in Church Road: Cllr Studd reported that the land has been sold and the developers have submitted a planning application.
6. To note the June edition of Constable County: No action.

**17. To approve and authorise June payments (BACS, DD and cheque payments):**

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Salaries	BACS	M Hawkins	249.04		249.04
Salaries	BACS	C Pizzey	884.44		884.44
Expenses	BACS	C Pizzey	26.39		26.39
Grass Cutting	BACS	Top Garden	420.00	84.00	504.00
Grass Cutting	BACS	Top Garden	630.00	126.00	756.00
CIL Grant	BACS	Garrod Construction	11,625.00	2,325.00	13,950.00
Footpaths	BACS	Tim Gaddis	475.00		475.00
Grant	BACS	Telstar	3,000		3,000
			17,309.87	2,535.00	19,844.37

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

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

- Finance and Policy is scheduled 18th June 2020 via zoom commencing at 7.30pm
- Full Parish Council is scheduled 9th July 2020 via zoom commencing at 7.30pm

Meeting closed 20.07