

STOWUPLAND PARISH COUNCIL
Minutes of the Virtual Meeting of the Parish Council held on 8 October 2020 via VIDEOCONFERENCE

Present (by video): Laura Beeson, Phil Deal, John Hayward, Laura Johnson, Sally Reeves (Chair), Ray Studd, Jerry Voden, Keith Welham, District Councillor Rachel Eburne, Claire Pizzey (Clerk) and 3 members of the public

1. To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act (1972): Cllrs 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.

Cllr R Eburne highlighted:

- The draft joint local plan draft will be presented at a committee meeting in November. If approved there will be a 6 week technical consultation before it is presented to the public examiner for 6 months and completed by the end of the calendar year 2021.
- The Consultation on the 5 year land supply has come back with MSDC having a 7.67 years of housing available. Within this there are 6,000 plus of planning applications.

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 September 10th 2020 as a true record: All Councillor's confirmed receipt of the minutes. Cllr Welham proposed to accept the minutes of September 10th 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 Beeston with all in favour.

6. Matters of report: The members confirmed receipt of all matters of report from the previous meeting:

- **Sandbags:** Awaiting an update from County Councillor Gary Green following a site meeting with Highways to look at the sandbags.
- **Track at Mill Cottages:** This will be looked at after the Safer Route to School completion.
- **The Green by Butchers:** Will be discussed at the October Green inspection.
- **SID Device:** No response has been made from the manufacturer. The Clerk along with District Councillor Keith Welham have arranged a Zoom meeting in October with a neighbouring Parish to discuss devices. A report to follow.
- **Incorrect markings for bus stop along Thorney Green:** The Clerk contacted County Councillor Gary Green to advise the recommendation made for correcting the bus markings. Awaiting a response.
- **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 ranch style fencing:** This work has been scheduled for October.
- **Trial of Wooden Posts on Thorney Green:** The Contractors started the trial of wooden post on Friday 2nd October.
- **Cycle Prohibited Signs:** Following a report on the SCC portal. Contact has been made by a Highways Officer. The Parish Council would need to revoke the legal order for the footpath to enable the roundels to be removed at a cost of around £7k. The Highways Officer confirmed that the cyclist dismount signs could be erected alongside the roundels at a cost to the Parish. It was agreed that the Clerk seeks quotes for the cycle dismount signs at footpath 32 and 47 and ask if a cycle dismount sign can be erected by the bridge at the Retreat Pond Bridge at footpath 35 and to ask County Councillor Gary Green if they can be purchased from his locality budget.
- **Footpath beside Gipping Road:** No further update.
- **Compulsory Purchase Order:** Contact has been made with MSDC legal department. They are extremely busy and will be in contact as soon as possible.
- **Trinity Walk Link Project::** Agenda item
- **Siting for bench for the Cemetery:** Awaiting new quote.
- **Horse Signs:** Article for Telstar in the November edition.
- **Letter to MSDC:** No response from MSDC to date.
- **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.
- **New dog Bin at footpath 3:** New bin has been ordered.
- **Suffolk.cloud:** See Clerks report.
- **Hunters Moon Track:** Posts have been ordered and the contractor will quote when he is on site to carry out the post-trial.
- **Emergency Access at Trinity Meadows Development:** Work has been completed
- **Memorial Tree:** One of the trees has been planted with 12 relatives attending. It isn't a good specimen and Cllr Welham advised that it may need to be pruned in the spring. It has two vertical stems; one will need to be removed. The ground was very hard and dry and they were advised that it would need regular watering and it was their responsibility to care for it. It was agreed that a replacement could be planted if it didn't survive next year. The other family are waiting for cooler weather and for the ground to be less dry.
- **Den Building:** Work started on the 3rd October. It was agreed not to advertise this due to the current Covid restrictions.
- **Bench opposite Willow Wood:** The Clerk has had the old bench removed and an agenda item for the proposal of a replacement bench.

- **Letters to allotment holders:** Letters have been sent.
 - **Plot 31/34:** The working party met and the area has been split into 2 x 2 plots and will be re-let at the end of October.
 - **Quote for headstone repairs:** To be actioned.
 - **Removal of paint from play park fence:** The Working Party have started to remove the paint from the fence need to source something that won't damage the fence on order to complete the job.
7. **Public Forum:** A resident reported that the trees have been planted under the overhead wires at Bloor Homes. Another resident reported that children are still using footpath 32 rather than the Safer route to school footpath and cyclists are still a concern.
 8. **To note the response from Suffolk County Council regarding the Feasibility Survey for the safe pedestrian crossing on the A1120 in light of the success of the recent Gladman planning application and consider any response:** The Chairman reported that a response from MSDC has been received since the agenda had been issued and this would be deferred until the November meeting.
 9. **To receive a report on the Trinity Walk Link Project and consider the future of the project:** The members confirmed receipt of the report. It was agreed that the District Council takes this forward with the MSDC Arboricultural Officer.
 10. **To discuss the draft proposal for the Community Orchard at the development on Land West of Thorney Green Road and agree any action:** The members discussed the proposal for the Community Orchard. Cllr Welham proposed that the East of England Apples and Orchard Project are approached before a decision is made. Cllr Hayward seconded with 5 in favour, 1 against and 1 abstained.
 11. **To receive a report on the additional car park at the High School and agree any action:** The members confirmed receipt of the report regarding the dispute over the access hours of the staff car park. It was agreed that the Chairman continues to investigate the Suffolk County Council committee meetings where the hours of the car park had been approved and report back to the Council.
 12. **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/20/03431: Full Planning Application – Conversion of storage building to form 1No holiday let. Location: Town Farm, Saxham Street, Stowupland: The members discussed the application. Cllr Studd proposed that as the Neighbourhood Plan does not mention holiday homes and the application would not affect any neighbours the Parish Council should SUPPORT the application with a condition that it is only inhabited for up to 11 months a year. Cllr Deal seconded with all in favour.

2. DC/20/03905: Application under S73 for the removal or variation of a condition following grant of planning permission DC/18/04313. To vary condition 2 to replace use of approved lime mortar to sand mortar. Location: Mill Green Farm, Mill Street, Stowupland: The members discussed the application. Cllr Studd proposed that no comment was made on the application and that the decision is left to the Heritage Department as experts. Cllr Deal seconded with all in favour.
3. DC/20/04196: Householder application – Erection of single storey rear extension. Location: 24 Reeds Way, Stowupland: The members discussed the application. Cllr Johnson proposed that the Parish Council SUPPORTS the application as we have not heard of any objections from the neighbour over the size of the extension. Cllr Hayward seconded with all in favour.
4. DC/20/04197: Householder Application. Installation of air source heat pump and enclosure. Location: Firtree Farm, Saxham Steet, Stowupland: The members discussed the application. The Chairman proposed that the Parish Council SUPPORTS the application but makes comment about concerns over the noise levels possibly effecting the neighbour at Fir Barn. Cllr Welham seconded with all in favour.
5. DC/20/04202: Listed Building Consent. Installation of air source heat pump and enclosure. Location: Firtree Farm, Saxham Steet, Stowupland: The members discussed the application. The Chairman proposed that the Parish Council SUPPORTS the application but makes comment about concerns over the noise levels possibly effecting the neighbour at Fir Barn. Cllr Welham seconded with all in favour.

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

1. DC/20/03274: Listed Building Consent Listed Building Consent - Render all elevations. Changes to and insertion of windows on side and rear elevations and insertion of 2no lantern lights to front elevation. Erection of single storey rear and side extensions. Erection of boundary wall following removal of existing. Conversion of dairy to annexe and erection of cartlodge. Erection of pergola and 2no outbuildings (following demolition of 2no existing outbuildings) (re-submission of DC/19/05864) Elm House, Stowmarket Road, Stowupland, Stowmarket Suffolk IP14 4DS. Listed Building consent has been GRANTED.

14. To receive the minutes from the Finance and Policy Meeting of September 18 and consider any recommendations:

1. Cllr Welham proposed that V1.2 of the Parish Risk Assessment is adopted. Cllr Studd seconded with all in favour.

2. Cllr Welham proposed that V1.3 of The Clerk Risk Assessment is adopted. Cllr Studd seconded with all in favour.
3. Cllr Welham proposed that V1.3 of the Cemetery Caretaker and General Maintenance Worker Risk Assessment is adopted. Cllr Studd seconded with all in favour.
4. Cllr Welham proposed that V1.3 of The Volunteer Risk Assessment is adopted. Cllr Studd seconded with all in favour.

15. To receive the report from the Allotment officer: The members noted the report and no comments were made.

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

1. Cllr Welham proposed the change to the trim trail route. Cllr Johnson seconded with all in favour.
2. Cllr Welham proposed that £3,000 is transferred from the Community Events Reserve to a Trim Trail Reserve to be used at the discretion of The Clerk for the project. Cllr Johnson seconded with 6 in favour and 1 abstained.

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

18. To discuss the Stowupland.com website and agree any future funding: Cllr Studd proposed that a budget of up to £200 a year would be funded for the continuation of Stowupland.com website. Cllr Welham seconded and all were in favour.

19. To agree the cost of a new bench for The Green opposite Willow Wood: Cllr Welham proposed that following the measurement of the concrete base the quote for the 1800mm bench at a cost of £576.02 is agreed. Cllr Studd seconded and all were in favour. The Clerk to arrange installation.

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

1. To note correspondence from a resident regarding Halloween: The Parish Council lovely idea but late for this year due to COVID and would you like to join the community events committee.
2. To note correspondence from the Telstar Committee: No action.
3. To note correspondence from a resident regarding dog walkers: It was agreed that this was not Parish Council land and not the responsibility of the Council and the email would be forwarded to the Village Hall and both schools.
4. To note correspondence from Stowupland Falcons: It was agreed to accept the 10 games and they have to be clear of The Green by 12.30. Welfare facilities in place.

5. To note correspondence from a resident regarding rubbish bins: It was agreed that a letter is written to the owner of the fish and chip shop asking him to fund a bin by the bus shelter and the Clerk and Chairman to find a resolution to the issue with the litter picker and bins.
6. To note correspondence from MSDC regarding trees and hedgerows: No action.
7. To note correspondence from SCC regarding closure of footpath 31 & 30: It was agreed that this is put in the Telstar and once the alternate route has been received that is also put in Telstar.
8. To note correspondence from Suffolk Highways regarding Saxham Street Road Closure: No action.
9. To note correspondence from Quiet Lanes Suffolk: No action

21. To approve and authorise October 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	1,114.89		1,114.89
Expenses	BACS	C Pizzey	83.17	2.40	85.57
Insurance	BACS	Came and Company	2,128.43		2,128.43
Training	BACS	SALC	40.00	8.00	48.00
Training	BACS	SALC	12.50	2.50	15.00
Training	BACS	SALC	12.50	2.50	15.00
Training	BACS	SALC	12.50	2.50	15.00
			3,665.50	17.90	3,683.40

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

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

1. Full Parish Council is scheduled 12th November 2020 via zoom commencing at 7.30pm
2. Finance and Policy is scheduled 26th November 2020 via zoom commencing at 7.30pm

Meeting closed 21.14 pm