

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 8th June 2021

Present: Cllrs Laura Beeson, Philip Deal, John Hayward, Laura Johnson, Debra Melhuish, Sally Reeves (Chairman), Ray Studd and Jerry Voden,
In attendance: Claire Pizzey (Clerk) District Councillor Rachel Eburne and Keith Welham and 4 member of the public

The Chairman declared the meeting open at 7.30pm and thanked all for attending. A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media to report on the proceedings of the meeting. A full transcript is available from the Clerk.

1. Apologies for Absence

Cllr Paula Murton. The members noted the apologies.

2. Declarations of Interest

There were no Councillors' Declarations of Local Non-Pecuniary Interests in subsequent agenda items.

3. Dispensations

No requests for dispensations were received.

4. Minutes

All Councillor's confirmed receipt of the minutes. Cllr Voden proposed to accept the minutes of May 6th 2021 as a true record of the meeting and decisions made. Seconded by Cllr Beeson with all in favour the Chairman signed and dated all pages.

5. Matters of report

- **Sandbags:** This has been taken up with County Councillor Keith Welham
- **Track at Mill Cottages:** This will be looked at after the Safer Route to School completion.
- **SID Device:** The SID device on loan from Old Newton Parish Council has been fitted on the B1115 post Stowmarket Road and an update in the Speed Watch Officers report.
- **Incorrect markings for bus stop along Thorney Green:** Following an email from Paul Horne it has been advised that this work will be included in the completion of the SRS.
- **Jubilee Bench:** New bench has been ordered awaiting delivery.
- **New gates at Cemetery:** Work has been completed
- **Cycle Prohibited Signs:** Agenda item.

- **Footpath beside Gipping Road:** The Chairman and Clerk have sent an email to Sam Harvey at Suffolk County Council. No response to date. This was also reported on the planning portal on 7 May 2021.
- **Compulsory Purchase Order:** Planned for July agenda.
- **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 and will presented to the PC before they are included in any grant applications for the Trim Trial Project.
- **Meeting with Community Caretaker:** This has been arranged in June and a report will be submitted at the July meeting.
- **Safer Route to School:** An update was requested from Paul Horne who advised that he has been chasing the schools infrastructure team colleagues to obtain the letter of authorisation from the DfE which will give us the approval to work on the school land. As I am sure you are aware, it takes time to schedule the Suffolk Highways resources to construct the path etc., so time is tight to get things moving for the summer holiday. He has advised that he will continue to chase.
- **Enforcement Application (4697/16) dwelling on Gipping Road:** District Councillor to advise following agreement to chase with the Planning Enforcement Officer.
- **New slabs Cemetery Internment:** Contractor has advised a date of mid-July.
- **Work to trees in Cemetery:** Contractor has advised a date of mid-June.
- **New equipment in Play Park:** Equipment ordered.
- **Bin at High School:** Chairman has emailed the High School.
- **Meeting with the owner of the Fish and Chip Shop:** Parish Councillor has advised that the Fish Shop is providing a bin during opening hours and no meeting is necessary. Will continue to monitor the situation.
- **Confirmation of additional hours at Churchyard:** Cemetery Contractor to confirm additional hours.
- **Facebook:** Facebook page is live.
- **Allotment clearance of plot 1 & 2:** Agenda item.
- **Valuation Agency:** Completed.
- **Molehills Cemetery/Green:** Meeting to be arranged with Grass Cutting Contractor to discuss.
- **Saxham Street Traffic:** A report was made on the SCC portal to request a traffic count at Saxham Street.
- **Sign Mill Street:** A report has been made on the SCC Portal.
- **Bloor Homes Drainage Pond:** Email has been sent to Bloor Homes.
- **Babergh and Mid Suffolk Tree, hedgerow and wildflower planting:** Please see Clerk report and correspondence for update.

6. Public Forum

A resident asked why Mid Suffolk District Council have reneged and the site entrance for the Trinity Meadows development is now on Gipping Road. Another resident expressed their views on the danger of the site entrance at Gipping Road and the state of the grass cutting on the Village Green. A resident reported overgrown vegetation on FP38 and FP39 and the hedge at Bluebell Woods is overhanging on the footpath. A resident asked why certain vehicles are unable to access the recycling department and if the Parish Council have had a response regarding the ditch at The Paddock. They also advised on rubbish that has been left alongside the ditch boundary to The Paddocks and overgrown vegetation and trees on FP36 that runs through the school grounds. A resident asked if the speed indicator on Devon Road will be moved to different locations in the village.

7. To receive reports from the County & District Councillors

Members confirmed receipt of the District Council and County Council Reports. County Councillor Welham highlighted:

- Received a call from SCC Highways about the sandbags. Gary Green had agreed to fund from his locality budget the removal of the sandbags but no mention of the posts. A meeting has been scheduled with County Councillor Keith Welham and the Chairman of the Parish Council with a SCC Highways Officer to discuss the removal of the sandbags and erection of posts.

The District Councillors highlighted:

- Bloor have agreed not to use Gipping Road and are at present improving the track into the site from the end of Oxlip Way. Lorries are coming in via Oxlip Way. Bloor Homes have been asked to completely close off the Gipping Road access point and remove all signage indicating the access.
- A request was made to Philip Isbell for a copy of the revised controlled crossing design ready for this evening's meeting and this has not been made available.
- Contact has been made with the Enforcement Officer regarding the property on Gipping Road and a site visit has been requested with the District Councillor.
- Locality awards are available and they encourage local organisations to contact them for funding.
- The Local Government Boundary Commission for England consultation is out. With Stowupland to be in North Suffolk region an area from Thurston through to Bungay and views to be considered need to be received by the 2nd August 2021.

It was agreed that the District Councillors would contact the MSDC Chief Executive about the treatment of the Parish over the developments in the village and arrange for a Planning Officer to speak to the members at the July meeting.

8. Planning

- a) Councillors reviewed and approved responses to the current planning consultations:
- DC/21/03036** - Householder Application - Erection of a single storey side extension **Location:** 48 Oxlip Way, Stowupland, Suffolk, IP14 4DT: Cllr Studd proposed that the Parish Council Supports this application in principle but note that they have concerns that the extension may limit vision for vehicles traveling south along Oxlip Way and that of the applicant leaving their drive. Cllr Deal seconded with all in favour.
- b) Councillors noted the decisions issued by Mid Suffolk District Council:
- DC/21/01751** - Change of use of land from agricultural to tourism - siting of 3no camping pods. Park Farm, Church Road, Stowupland, Stowmarket Suffolk IP14 4BN. Planning Permission has been GRANTED.
- DC/21/01382** - Erection of two storey side/rear extension. Ivy Cottage, Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AX. Planning permission has been GRANTED.
- DC/21/00946** - Submission of Details (Reserved Matters) Access, Appearance, Layout, Landscaping and Scale for the erection of 80 dwellings with estate roads, footpaths, parking, open space, landscaping and ancillary works and Discharge of Conditions 8, 9, 10, 11, 12, 13, 14 and 15 under Outline Planning Permission DC/20/01435. Land South East of Gipping Road, Stowupland, Stowmarket Suffolk IP14 4AX. Reserved matters have been APPROVED
- c) Councillors considered updating the Neighbourhood plan and they felt that they would not have the support from the village or enough volunteers to enable the plan to be updated. Cllr Voden proposed that the Neighbourhood Plan would not be updated but to consider again once the MSDC Joint Local Plan is adopted. Cllr Studd seconded with all in favour.

9. Councillors noted the report from the planning Officer and no comments were raised.

10. Councillors noted the report from the Environment and Green Sub-Committee and no comments were raised.

- a) Cllr Deal proposed that the Parish Council proceeds with the order of 7 (white on green) "No Parking on The Green" signs at a cost of £206.50 + VAT to D Signs and £180.00 Inc. VAT to Joe Hearn to construct and erect them. Cllr Johnson seconded with all in favour.
- b) Cllr Deal proposed that the Parish Council agrees that the Sub-Committee obtains quotes for approximately 306 posts required from Thorney Green Road (new Butchers posts) down to where the existing larger trial posts at end at safer route to school footpath (bus shelter) as per the proposal received. Cllr Studd seconded with all in favour. Cllr Studd proposed that the posts at the A1120 end of Thorney Green remain in place and reflectors are added. Cllr Melhuish seconded with all in favour.

- c) Cllr Deal proposed that the Parish Council informs the butcher of the cost per post for the work completed and ask for a donation. Cllr Beeson seconded with all in favour.
- d) Cllr Deal proposed that the Parish Council asks the County Council to look at the faded 30 mph signs around The Green. Cllr Johnson seconded with all in favour. The Clerk to report on the portal.
- e) Cllr Deal proposed that the management of Thradstones Meadow comes under the remit of the Environment and Greens Sub-Committee. Cllr Beeson seconded with all in favour.
- f) Cllr Deal proposed a donation of £20 for the 2hrs for the Litter Pick Day and £20 for the 2hrs for Volunteer Day. Total £40 to Stowupland Sports and Social Club for the use of their premises. Cllr Johnson seconded with all in favour.

11. Councillors noted the report from the Allotment Officer and no comments were made.

- a) Cllr Voden proposed that a cost is sought to clear plot 39/40 before it can be re-let. Cllr Studd seconded with all in favour.
- b) Cllr Voden proposed that Councillors agree that the tenant of plot 38 is contacted regarding the levelling of their plot. Cllr Studd seconded with all in favour.
- c) Cllr Voden proposed that a cost is sought to landscape the allotment ditch that runs along the B1115 and quotes are discussed before a decision is made to agree a Parish CIL application. Cllr Studd seconded with all in favour.

12. Councillors noted the report from the Cemetery and Churchyard Officer and no comments were made.

- a) The Chairman proposed that the fence at the front of the cemetery is stained as part of the Volunteer Day. Cllr Deal seconded with all in favour.
- b) The Chairman proposed a budget of up to £100 for new membrane and stones at the Churchyard. Cllr Beeson seconded with all in favour.

13. Councillors noted the report from the Speed Watch Officer and no comments were made.

- a) Cllr Voden proposed that the Speed Watch Officer seeks quotes for a new speed gun. Cllr Hayward seconded with all in favour. It was agreed that Cllr Voden investigates a new VAS sign for the Parish following the successful use of the device borrowed from Old Newton Parish Council.

14. Councillors noted the Chairman's report and no comments were made.

- a) The Chairman proposed a donation of £15 for the use of the Bowls Pavilion for the June Parish Council meeting. Cllr Studd seconded with all in favour.
- b) The Chairman proposed the change of day for future council meetings at the Village Hall to the 2nd Wednesday of every month to be effective from July 2021. Cllr Johnson made a counter

proposal that the Parish Council meetings continue on the 2nd Thursday of the month and remain at the Bowls Club. Cllr Studd seconded with all were in favour.

- c) The Chairman proposed that the Biodiversity and Wildlife Group is set up as a Working Party of The Environment and Greens Sub-Committee. Cllr Deal seconded with all in favour.

15. Bio-Diversity

Councillors discussed ideas for areas in relation to Bio-Diversity and it was agreed to forward to the newly formed working group.

16. Volunteer Day

Councillors agreed the following projects for the Volunteer Day:

- Gates to be painted at the cemetery
- Lay membrane and stones at an area at the churchyard
- Clearing the footpath from the High School entrance to the Village Hall
- Den building area

17. Lighting Beacon

Councillors discussed a date to light the beacon in memory of those who have died and give thanks to all those that have assisted during the pandemic. It was agreed to wait for the next Government Guidance to be released before a date is agreed.

18. Queens Platinum Jubilee Celebration

Cllr Voden proposed that an advert is put in Telstar to ask for volunteers to come forward to set up a Working Group for the Queens Platinum Jubilee Celebration June 2022. Cllr Johnson seconded with all in favour.

19. Councillors noted the Clerks report and no comments were made.

It was agreed that Cllr Beeson and the Clerk looks at the Operation London Bridge documents and writes a plan for the Parish Council.

20. Councillors reports

Cllr Hayward reported overgrown vegetation on the footpath along Thorney Green Road. The Clerk advised that she had reported this on the SCC portal. Cllr Deal highlighted the use of lorries on Rendall Lane from the Bloor Homes site. Cllr Voden reported that he had been approached by a resident regarding the surrounding fence at the retreat pond area. There is a gap between the Retreat play area for children and the pond, this is easily available for children to get through and the plastic fencing is in a poor state of repair with barbed wire strands along the top. Councillors agreed that the barbed wire should be removed as a matter of urgency and the Bio-Diversity Working Group to report on further action to be taken. Cllr Melhuish reported overgrown vegetation on the footpath from Bloor homes down to the Primary School. The Clerk to report on the SCC portal. The Chairman reported that

vehicles were again parking on the grass verge at the corner of Columbyne Close and overgrown vegetation onto the footpath outside Wren Cottage, Church Road. The District Council agreed to action the concerns at Columbyne Close and the Clerk to report the vegetation on the SCC portal.

21. AGAR 2020/21 – Annual Governance & Accountability Return

- a) Councillors noted the Internal Audit section of the AGAR and no comments were made.
- b) Councillors reviewed and approved the responses to Schedule 1.
- c) Councillors approved the figures included in Section 2 – Accounting Statements 2020/21.

22. Finance

- a) Cllr Johnson proposed that the quote from Stock Signs for £238.75 + vat for the Cycle Dismount Signs at FP32 & FP46 is accepted. Cllr Voden seconded with all in favour.
- b) The Chairman proposed that the quote from Joe Hearn and Mini Waste Skips for £424.00 to clear the rubbish at the Allotments is accepted. Cllr Johnson seconded with all in favour.
- c) Councillors noted the receipts received since the last meeting

Expenditure	Cheque / BACS / SO		Value £
Allotments	BACS	Tenant	8.16
Cemetery/Allotments	Credit	Funeral/Tenant	54.00
			62.16

- d) Cllr Johnson proposed to authorise the June payments. Cllr Voden seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Salaries	BACS	M HAWKINS	269.07		269.07
Salaries	BACS	C PIZZEY	976.55		976.55
Expenses	BACS	C PIZZEY	131.94	2.40	134.34
Salaries	BACS	HMRC	220.98		220.98
CIL	BACS	Barking Forge	3300.00	660.00	3960.00
Cemetery	DD	WAVE	12.69		12.69
Trim Trail	BACS	Stowupland Village Magazine	30.00		30.00
Maintenance	BACS	Town & Village Landscape	195.00		195.00
Trim Trails	BACS	Gipping Press	165.00		165.00
Dog/Litter Emptying	BACS	MSDC	564.34	112.87	677.21
Post Butchers	BACS	SP Trees	2368.00		2368.00
Play Park	BACS	SP Trees	250.00		250.00
Cemetery	BACS	SP Trees	60.00		60.00
Hall Hire	BACS	Stowupland Bowls Club	15.00		15.00
Cemetery	BACS	Mini Waste	141.67	28.33	170.00
			8,700.24	803.60	9,503.84

23. Correspondence

Councillors to note correspondence already circulated and consider any action.

- a) St Elizabeth Hospice – Newsletter: Councillors agreed to send the newsletter for inclusion in Telstar.
- b) MSDC – Deadline extension and updated links Mid Suffolk Tree, hedgerow and wildflower planting.
- c) MSDC Street Naming Department – Development at Land South East of Church Road:
Councillors agreed to accept Cornfields as the new road name as suggested by the developer.
- d) MSDC – Notice of examination hearing.
- e) MSDC – Travel Consultation: Councillors agreed to forward for inclusion in Telstar and advertise through the Parish Council Facebook Page.
- f) Allotment Tennant – Accident at allotments.
- g) Resident – High School Car Park.
- h) Greener Gardens Suffolk – Introduction to business.
- i) MSDC Street Naming Department – Development at land South East of Gipping Road:
Councillors agreed to continue the theme of wildflowers and use those that started with the letter D. The Clerk to respond with the following suggestions: Daisy, Dandelion, Dog Tail, Duck Weed, Deer Grass and Dock.

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

- a) Trim Trial Working Group is scheduled Wednesday 16th June 2021 via Zoom
- b) Full Parish Council is scheduled for Thursday 8th July at 7.30pm at the Bowls Club
- c) Finance and Policy is scheduled for Thursday 29th July 2021 at Bowls Club

Meeting closed 21.40pm