

STOWUPLAND PARISH COUNCIL
Minutes of the Parish Council Meeting held on 5th May 2022 at the URC Church Hall

Present: Cllrs Laura Beeson, Donna Bridges, Laura Johnson, John Hayward, Sally Reeves
(Chairman), Ray Studd, Kevin Stevens and Jerry Voden

In attendance: Claire Pizzey (Clerk) District Councillor Rachel Eburne, District Councillor Keith
Welham and 4 members 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. Chairman

Cllr Johnson proposed that S Reeves be elected as Chairman of the Council. Cllr Beeson seconded with all in favour. S Reeves signed the declaration of acceptance of office.

2. Vice Chairman

Cllr Voden proposed that D Bridges be elected as Vice Chairman of the Council. Cllr Voden seconded with all in favour.

3. Apologies for Absence

- 1) Apologies were received from Cllrs Debra Melhuish and Paula Murton
- 2) Councillors voted to accept the apologies.

4. Declarations of Interest

The Chairman declared an interest in item 10.1 DC/22/02091 as a consultee of the planning application and item 16.1 as friend of the Cemetery Caretaker. Cllr Voden declared an interest in item 20.9 as Chairman of the Telstar committee.

5. Dispensations

No requests for dispensations were received.

6. Minutes

All Councillor's confirmed receipt of the minutes. Cllr Beeson proposed to accept the minutes of 7th April 2022 as a true record of the meeting and decisions made. Cllr Hayward seconded and all were in favour.

7. Matters of report

MATTER OF REPORT	COMMENT
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Sandbags	Awaiting date for the completion of the removal
Quotations for the construction of a 1.5 meter footpath from The Green opposite Willow Wood to Willow Croft Thorney Green Road	Meetings arranged with Contractors quotes to follow
No Parking on The Green Signs & Repairs on existing signs	Signs have been installed
Bus Stop Markings	Work complete
Quote to clear ditch at Birch Close	Awaiting date from Contractor
Quotes for cutting back the trees along the side of The Green up to Corner Farm	Contractor to confirm date when Network Power have completed their work
Network Power to report the ivy growing on the substation outside Corner Farm	Report raised Clerk met with Network Power and work programmed 15.02.22: Chased Network Power 19.04.22 chased again
Bloor Homes: Purchase of Thradstone Meadow	Bloor Homes have been advised that the PC agree the plan
Bloor Homes: Landscaping	Issue reported to Planning Enforcement
Trim Trail Equipment (Bloor Homes)	Article for Telstar written
Quote repair bench cemetery	Contractor to advise when work completed
Quote for 3 silhouette soldiers	Chairman to liaise with PCC re purchase
LED Up-grade	Order placed
Village Walk Leaflet	No further update
Queens Jubilee Bench	Agenda item
Queens Jubilee Tree	Agenda item
Permanent SID Devices	No further update
Fallen Tree at Birch Close	The Chairman and Keith Welham met to look at the tree and it was agreed to pull it onto the green where it could form the basis of a log pile for mammals and insects
Den area	No further update
Quote trees on The Green (SRS & Retreat Pond)	Met with the Tree surgeon and awaiting a quote
Moles at Birch Close	Clerk has authorised the work
Quote to backfill The Green	Met with the contractor and await a quote

Letter to AE White re posts	Following inspection it was agreed that the contractors have already realigned the posts
Jubilee Budget	Agenda item
Quote to repair noticeboards	Awaiting advise form the manufacturers of the noticeboard.
Community Governance Review	Agenda item

8. Public Forum

A resident reported that the ditch at Corner Farm needs clearing, requests that the Parish Council considers “no mow May” to allow the buttercups to remain on The Green, asked if they could speak at item 20.9 and asked for a breakdown of the jubilee budget. A resident reported that cars are still parking on the tracks around The Green following the new no parking signs that have been installed and ask the Parish Council what action they will take next.

9. To receive reports from the County & District Councillors

Members confirmed receipt of the District Council report. The District Councillor highlighted:

- There is no further update on MSDC appeal following the Thurston Parish Council judicial review
- A meeting had been held with the Officer looking at the Local Cycling and Walking Infrastructure Plan (LCWIP) to look at proposals for the village. Discussion were had around a proposal for a cycle path along Devon Road , concerns were had that residents would continue to park in the area and a possible solution would be to install posts as a barrier between the road and the cycle path. It was also agreed that they would look to pick up the Safer Route to School scheme.
- 124 Ukraine refugees have visas and are planning to move to Mid Suffolk
- 1000 letter were undelivered to tenants to advise of the increase in Council house rents. New letters are being sent out and this has had a knock on effect to tenants who receive universal credits.
- The Chairman reported that she had been contacted by a resident regarding the visibility splay when crossing the road at the High School entrance.

Members confirmed receipt of the County Council Report and no questions were raised.

10. Planning

- 1) Councillors to review and approve a response to the following planning applications:

DC/22/01827 - Proposal: Householder Application - Erection of first floor rear extension (Amended scheme to that granted under DC/21/06402) Location: 31 Trinity Walk, Stowupland, Suffolk, IP14 4AS: Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Beeson seconded with all in favour.

DC/22/01697 - Proposal: Householder Application - Construction of dropped kerb, provision of parking area associated works. Location: Rosemary , Church Road, Stowupland, Suffolk IP14 4BG: Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Beeson seconded with all in favour.

DC/22/01872 - Proposal: Application for Approval of Reserved Matters following grant of Outline Approval DC/21/04608. Town and Country Planning 2015 - Submission of details for Appearance, Layout, Landscaping and Scale for erection of 2No dwellings. Location: 20 Saxham Street, Stowupland, Stowmarket, Suffolk IP14 5DA: Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Bridges seconded with all in favour.

The Chairman left the room for planning application DC/22/02091 and Cllr Bridges took the Chair.

Members of the public were invited to address the Council: A resident raised their concerns over the volume of traffic on the A1120, the access of original site needs to be reconsidered as more vehicles will be using it. (The design of the access to original site is capable of handling more than the additional 14 houses) and the access of farm vehicles to the land from A1120 could use the footpath. (This relates to original site because if this additional phase 2 is approved no farm vehicles will need access)

DC/22/02091- Proposal: Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning Act 1990 - Erection of 14No dwellings (including 5 affordable homes and 4 self-builds).Location: Land On The South East Side Of, Church Road, Stowupland, Suffolk.

Cllr Studd proposed that the Parish Council OBJECTS to this application for the following reasons:-

1. This site is not an allocated site for development in the Stowupland Neighbourhood Development Plan, Mid Suffolk SHELAA 2020 and current Mid Suffolk 5 year housing land position statement (published Feb22). This planning statement shows Mid Suffolk have enough house allocations to last for over 9 years.
2. The proposal is not small scale development and lies outside the settlement boundaries of the Stowupland Neighbourhood Development Plan. The proposal would be contrary to policies SNP1 and SNP7 of the Stowupland Neighbourhood Development Plan.
3. This site is a major increase to the allocated site SNP4 of the Stowupland Neighbourhood Development Plan. This site together with SNP4 site was put forward in the call for sites to Mid Suffolk SHELAA 2019. The SHELLA report published in 2020 shows this as a reduced size site as per SNP4. This scale down in size was to be more in keeping with the

existing settlement. A similar increase in site size was also in this SHELAA report for a rear extension to the Landex site SNP3 a bit further east along the A1120 this was turned down as it was not consistent with the settlement pattern.

4. The cumulative impact of recent and yet to be commenced developments and this application will have a detrimental impact on the village character and landscape setting. As a primary village within an Ancient Plateau Claylands landscape character type, it would be expected that any emerging development should preserve or enhance these landscape characteristics. However, a proposal in this location will negatively impact the rural settlement fringe character and views into the built form of the village. The proposal would be contrary to policies SNP8 of the Stowupland Neighbourhood Development Plan.
5. It is further development outside of the village settlement boundary in the countryside and using best and most versatile quality Grade 2 agricultural land. The applicants planning statement claims this land to Grade 3 this is incorrect. The proposal would be contrary to policies SNP9 of the Stowupland Neighbourhood Development Plan.
6. We have concerns that the 4 self builds in the middle of site will cause nuisance to any of the other residences of the proposed site as self builds can take longer to build, tend to have messy sites and build at weekends.
7. There is a shortage of school places and lack of capacity at Health Centres and Dentists to accept new patients. Whilst the developers would put money into CIL for further improvements to these facilities, lack of capacity is not being addressed fast enough to keep up with the demand that all the current new housing in the area is placing on the education and health services.

The Parish Council notes these inaccuracies in the applicants Planning Statement: -

Stowupland does not have a Post Office. The only current limited bus service is the 387, which is planned to cease in late May leaving Stowupland with no public transport, this means that a private car will be need to access a wide range of local services and facilities.

The agricultural land is Grade 2 not Grade 3. Cllr Hayward seconded with all in favour.

DC/22/02121 - Proposal: Householder Application - Erection of a side/rear extension. Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG: Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Bridges seconded with all in favour.

DC/22/02122 - Proposal: Application for Listed Building Consent - Erection of a side/rear extension and internal alterations to include the addition of a shower room on the first floor. Location: Appleton, Church Road, Stowupland, Stowmarket Suffolk IP14 4BG: Cllr Studd

proposed that the Parish Council SUPPORTS the application. Cllr Bridges seconded with all in favour.

DC/22/02174 - Proposal: Householder Application - Erection of two storey side extension and single storey porch. Location: Century Cottage, Thorney Green Road, Stowupland, Stowmarket Suffolk IP14 4AJ. Cllr Studd proposed that the Parish Council SUPPORTS the application. Cllr Beeson seconded with all in favour.

- 2) Councillors to note the decisions issued by Mid Suffolk District Council:
None received.

11. Statutory Business

- 1) The Chairman proposed that the Parish Council adopts the Local government Association (LGA) Model Councillor Code of conduct 2020. Cllr Bridges seconded with all in favour.
- 2) Councillors reviewed the terms of reference for Committees, Sub-committees, Working Groups and Officers and agreed to approve V1.4 following the amendments made.
- 3) Councillors confirmed the appointment of Parish Councillors on the following Committees:

Group	Councillor
Finance and Policy Committee	Cllrs, Beeson, Hayward, Johnson (Chair), Stevens & Studd
Bio-Diversity Working Group	Cllr Beeson
Community Events Sub-Committee	Cllrs, Beeson, Melhuish & Voden
Environment & The Green Sub-Committee	Cllrs Beeson (Chair), Hayward, Melhuish & Murton
Parish Infrastructure Improvement Plan (PIIP) Sub-committee	Cllrs, Bridges, Johnson, Reeves & Studd (Chair)

- 4) Councillors to confirmed the appointment of Parish Council Representatives on the following Bodies:

Village Hall Representative	Cllr Voden
SALC Representative (s)	Cllr Bridges & Voden
School Liaison Representative	Cllr Reeves
Telstar Representative	Cllr Voden

5) Councillors confirmed the following Parish Appointed Positions:

Allotments Officer (s)	Cllr Bridges & Voden
Cemetery and Churchyard Officer (s)	Cllr Hayward, Johnson & Reeves
Emergency Planning Officer	Cllr Jerry Voden
Footpath Officer	Cllrs Bridges & Melhuish
Play Park Officer	Cllr Reeves
Planning Officer (s)	Cllr Stevens & Studd
Speed Watch Officer	Cllr Voden
Tree Officer (s)	Cllr Hayward & Studd

6) In accordance with Section 151 of the Local Government Act 1972(d) (financial administration), the Council confirmed that the Clerk was to be the appointed person who would be responsible for the administration of the financial affairs of the Parish Council.

7) The Councillors noted the review of the expenditure incurred under s.137 of the Local Government Act 1972:

- £3,000 to Telstar for a grant donation towards the running costs of the magazine
- £300 to Mid Suffolk Citizen Advice

8) Councillors approved the meeting timetable for 2022-23

12. Finance and Policy

Councillors confirmed receipt of the draft minutes from the meeting of 28th April 2022

- 1) Cllr Beeson proposed that the Parish Council approves the budget to actual figures for the year ending 31st March 2022. Cllr Studd seconded with all in favour.
- 2) Cllr Beeson proposed that the Parish Council approves the Statement of account for the year ending 31st March 2022. Cllr Studd seconded with all in favour.
- 3) Cllr Beeson proposed that the Parish Council approves the Statement of Reserve for the year ending 31st March 2022. Cllr Studd seconded with all in favour.
- 4) Cllr Beeson proposed that the Parish Council approves the asset register for the year ending 31st March 2022. Cllr Studd seconded with all in favour.
- 5) Cllr Beeson proposed that the Parish Council approves the Bank Reconciliation for the year ending 31st March 2022. Cllr Studd seconded with all in favour.
- 6) Cllr Beeson proposed that the Parish Council approves the annual return figures for the year ending 31st March 2022 and explanation of variances. Cllr Studd seconded with all in favour.

- 7) Cllr Beeson proposed that the Parish Council approves the Neighbourhood CIL Expenditure Report 2021-22. Cllr Studd seconded with all in favour.
- 8) Cllr Beeson proposed that the Parish Council adopts the Website Accessibility Policy V1.1. Cllr Studd seconded with all in favour.
- 9) Cllr Beeson proposed that the Parish Council approves that a direct debit payment is set up for the Barclaycard payments. Cllr Studd seconded with all in favour.

13. Community Governance Review

Councillors agreed that no response is made to the Community Governance Review on behalf of the Parish Council and the members thanks Cllr Bridges for her work on the review.

14. East Anglia Energy Enablement (Green)

Councillors considered the proposal to reinforce the high voltage transmission network from Norwich Main substation in Norfolk, to Bramford Station in Suffolk on to Tilbury substation in Essex, as well as a proposed connection substation to connect new offshore wind generation. It was agreed that the Chairman and the Clerk would make a response on behalf of the Parish Council.

15. Queens Platinum Jubilee

- 1) Councillors all agreed that the proposal to provide a portable toilet for the event is negated.
- 2) The Chairman proposed that the Parish Council agrees a cost of £800 for the purchase and install of a green bench to be situated on The Green to commemorate the Queens Platinum Jubilee. Cllr Hayward seconded with all in favour. The Chairman confirmed that this was going to be funded from the County Council Locality Budget.
- 3) The Chairman proposed that the Parish Council agrees a budget of £100 for the purchase of a tree to commemorate the Queens Platinum Jubilee. Cllr Johnson seconded with all in favour. The Chairman confirmed that this was going to be funded from the County Council Locality Budget.
- 4) The Chairman proposed that the Parish Council agrees a cost of £50 for a mounted Jubilee Tree Plaque. Cllr Studd seconded with all in favour.
- 5) The Chairman proposed that the Parish Council agrees a budget of up to £2,500 for the Queens Jubilee Picnic and beacon event and that the money is taken from the Community Events reserve. Cllr Johnson seconded with all in favour.

16. Chairman

Councillors confirmed receipt of the report.

The Chairman left the meeting for item 16.1 and Cllr Bridges took the Chair.

- 1) Cllr Bridges proposed that the Parish Council agrees the £3.50 increase in hourly rate for the Cemetery Caretaker and the rate is fixed until April 2023. Cllr Voden seconded with all in favour.

- 2) The Chairman proposed that a quote is sought to remove the stump on The Green at the footpath beside Columbyne Close and replace the lost tree in the Autumn planting period. Cllr Stevens seconded with all in favour.

17. Clerk

Councillors confirmed receipt of the report and no comments were made.

18. Finance

- 1) Councillors noted the receipts received since the last meeting

Receipts	Cheque / BACS / SO		Value £
Precept/CIL	BACS	MSDC	230,498.79
Cemetery	BACS	Co-op	300.00
			230,798.79

- 2) Cllr Bridges proposed to authorise the May payments. Cllr Beeson seconded with all in favour.

Expenditure	Cheque / BACS / SO		Net £	VAT £	Total £
Expenses	BACS	Barclay Card	82.90		82.90
Salaries	BACS	M Hawkins	298.09		298.09
Salaries	BACS	C Pizzey	1,165.89		1,165.89
Salaries	BACS	D Long	217.63		217.63
Expenses	BACS	C Pizzey	31.99	2.40	34.39
Street Cleaner	BACS	MSDC	18.25		18.25
Allotments	BACS	Environment Agency	23.58		23.58
Subscription	BACS	SALC	798.02		798.02
Grass Cutting	BACS	Top Garden	900.00	180.00	1,080.00
Street Cleaner	BACS	D Long	2.70		2.70
Grant	BACS	Telstar	3,750.00		3,750.00
Cemetery	BACS	Social Gardener	50.00		50.00
Cemetery	Bacs	Social Gardener	75.00		75.00
			7,414.05	182.40	7,596.45

19. Councillors Reports

Cllr Studd reported lights being left on all night in homes not occupied on the Linden Homes development and was concerned about the waste of energy. Cllr Johnson reported that the footpath

sign at the butchers has still not been repaired and reported that Don Murton an ex Parish Council employee had passed away this week. Cllr Voden reported that the plaque on the Silver Jubilee bench still needs to be replaced. Cllr Beeson offered to put some items on the Parish Council Facebook page to advertise for a new Councillor and for help with the Queens Platinum Jubilee event. The Chairman asked the Councillors to consider the request made by the resident regarding the “no mow May”. Cllr Beeson proposed that areas B4 & B1 are left uncut. Cllr Hayward seconded. 3 were in favour and 5 were against. It was agreed to contact the grass contractor and advise that the daffodils on The Green outside Fairfield Cottages are to be mown over.

20. Correspondence

Councillors to note correspondence already circulated and consider any action.

- 1) Resident: Co-op crossing and traffic calming: It was agreed that the Parish Council contacts the resident to advise that their concerns would be forwarded to the County Councillor.
- 2) Resident: Stowupland Green Policy: The Chairman reported that a response had been made to the resident.
- 3) MSDC: Enforcement response Magnolia House: The Clerk updated the Council to advise that further correspondence has been received to confirm that the enforcement case was now closed. It was agreed that a response is made to MSDC to acknowledge that although the gate has been removed and the access to highway, relating to condition 3 required prior to first use acceptable to the plans submitted, the Parish Council still do not believe the access complies with SCC Drawing DM01 which was required in condition 5 before first occupation and retained after in its specified form. The Parish Council still consider the access onto the highway as dangerous and request a revisit on this action regarding condition 5.
- 4) MSDC: CIL Payment April 2022: No action.
- 5) Stowupland Falcons: 5-A-Side tournament: No action.
- 6) Resident: Co-op crossing: No action.
- 7) Non-resident: Village Green: It was agreed that permission would be given for the use of the football pitch on The Green on a Friday evening.
- 8) Resident: Speeding Church Road: No action.
- 9) Telstar: Complaint against Parish Council: Councilors discussed the letter and the Chairman allowed two members of the public to address the Council. The Chairman confirmed that an apology had already been made to Keith Welham and the Editor of Telstar for the Chairmanship over the Parish Council meeting and it was agreed that the Parish Council sends a letter to the Telstar Committee to explain their views following the complaint.
- 10) Resident: Application DC/22/02091: No action.

11) Resident: Application DC/22/02091: No action.

21. Dates of next meetings

- 1) Annual Council Meeting Thursday 9 June at 7.30pm at URC Church Hall
- 2) Finance and Policy Meeting is scheduled for Thursday 28 July at 7.30pm at URC Church Hall

22. The Councillors resolved that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed.

Solicitor response access on over The Green.

Meeting closed 21.59