

Rushbrooke with Rougham Parish Council

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that the Meeting in public of the Parish Council will be held on Monday 21 November 2016 at 7.30p.m., Rougham Sports Hall

11 November 2016

P M Lamb (Mrs) - Parish Clerk

A G E N D A

- 1 Apologies for absence
- 2 Declarations of Interest
- 3 Approval of the Minutes of the Parish Council Meetings held on the 19 September 2016
- 4 Matters Arising
- 5 County Councillor's Report
- 6 Borough Councillor's Report
- 7 Public Forum (15 minutes) (Mike Brundell – Rougham Tower Association)
- 8 Planning
 - (a) Decisions Received
 - (b) Withdrawn Applications
 - (c) New Planning Applications
 - (d) New Planning Applications received since the date of this Notice
DC/16/2463/TPO: 20 Mouse Lane, Rougham: TPO 311 (2001) - Tree Preservation Order –
1 no. Oak (T29 on plan and order): Raise crown to 6 m above ground level
 - (e) Other Planning Matters
- 9 Finance & Administration
 - Income and Payments
 - Bank Balances as at 31 October 2016: Current: £7,571.46, Deposit: £21,010.03
 - Total: £28,581.49
 - Income: Interest: 3.10.16: Interest for period 1 September – 2 October: £9.21
 - Authorisation for Clerk for telephone banking (in order to transfer sums between Savings and Current Accounts only)
 - BDO: Audit Return and Issues Arising Report – circulated by email on 3.10.16. Action plan as per that agreed following receipt of earlier Internal Audit Report
 - Bank Reconciliation as at 31.10.16
 - Income & Expenditure Spreadsheets
 - Review Budget/Expenditure 2016/17
 - Budget & Precept 2017/18 (Precept request to be with SEBC by 27.1.17)
 - Schedule of Meeting Dates 2017
 - Payments
 - SALC: 6 months' payroll service to 30.9.16: £18.00
 - BDO: Review of Annual Return YE 31.3.16: £120.00
 - Mr R Peters: Litter Picking: October-December: £300.00
 - Clerk: Lever Arch File, Window Envelopes & S/H Pads: 11.97)
 - Printer paper: £2.50): TOTAL: £14.47
 - Clerk's Salary: 1 October – 31 December 2016: £1,285.00 (Net) & Mileage (£14.85) = £1,299.85
 - HMRC: PAYE: Oct-Dec £310.00
 - Glasdon UK: Litter bin for Kingshall Street Bus Stop: 1 x 60 lt Dome Top Litter Bin and Fixing Kit: £411.78
 - Mr A Cornish: Re-siting of Grit Bin in Mouse Lane: £20.00
 - Cllr P Langdon: Dog Litter Signs: £5.38
 - Transfer of Web Site (and payment of first year's charge): TBA
 - PC's Pension Responsibilities – Cllr M Cocksedge
 - Play Area Safety Report
- 10 Mouse Lane
 - Proposed Response to the PCC & Police re their recently circulated Police Stakeholder Letter
 - Dog Fouling
 - Footpaths
 - Grant Application re Mouse Lane Play Equipment
 - Village Signs' Condition

- 11 Highways
 Mount Road: 40 mph Speed Limit
 Cycle Path linking Mount Road with Rougham Tower Avenue: Respond to Sir George Agnew's letter dated 26.7.16 re provision of information: Provision of plans, who responsible for construction, who responsible for maintenance (including cutting back verges/hedges) and surface repairs, signage and fencing, liability for any accidents.
 Potholes – Church and New Road
 Field View, Sandy Lane, Rushbrooke
- 12 Footpaths
- 13 Community
 Village Fete Christine Old and John Ottley
 Mouse Lane Martin Chapple
 Public Transport Peter Langdon
 Parish Plan John Ottley
 Web Site: Proposed Hosting Change Christine Drewienkiewicz
 Emergency Management Planning Frankie Shaw
 Kingshall Bus Shelter – New Small Litter Bin and Re-allocation of larger one already purchased John Drewienkiewicz
- 14 Correspondence: SEBC letter from Mark Walsh dated 26.7.16 re WS Op Hub Community Liaison Group
- 15 Matters of Report only
- 16 Matters for Consideration at Next Meeting:
- 17 Date of Next PC Meeting: Monday 30 January at 7.30 p.m. – Rougham Sports Hall