

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 May 2018 at 7.30p.m., Rougham Sports Hall

16 May 2018 P M Lamb (Mrs) - Parish Clerk

A G E N D A

- 1 Election of Chair and Vice Chair and Confirmation of Parish Clerk as RFO
- 2 Completion of Declaration and Acceptance of Office Forms by all Members
- 3 Completion of Register of Interest Forms
- 4 Apologies for Absence
- 5 Declarations of Interest
- 6 Approval of the Minutes of the Parish Council Meetings held on 30 April 2018
- 7 Matters Arising
- 8 Public Forum (15 minutes)
- 9 County Councillor's Report
- 10 Borough Councillor's Report
- 11 Finance & Administration
 - Income and Payments
 - Bank Balances as at 30.4.18: Current: £17,095.23, Savings: £18,029.91, Total: £32,125.14
 - Bank Reconciliations as at 29.3.18 and 30.4.18
 - Approve 2017/18 Accounts
 - Consider/Approve/Sign the Annual Governance and Accountability Return – 2017/18
 - Review Internal Audit Report 2018 and proposed action plan
 - Income
 - Receipts: 27.4.18: VAT Refund: £1,559.67
 - 30.4.18: Precept: £15,125
 - Payments
 - SALC: Internal Audit 2017/18: £331.20
 - TC Forestry & Fencing: Inv 96: Mouse Lane Playing Field (two cuts) – April: £81.00
 - Command Pest Control: 1.3-1.6.18: £59.50
 - Rougham Fete Donation: £400
 - Spreadsheet – 2018/19
 - Administration
 - Parish Boundaries
 - Review/approve the following documents for suitability in financial year 2018/19:
 - Standing Orders (New NALC recommended 2018 version - customised)
 - Financial Regulations (Updated to reflect recent procurement changes)
 - Risk Assessment Schedule (including Internal Control)
 - Asset Register (Advise insurers of changes)
 - Bank Mandate – Review (Current signatories: IS, PL and MCo)
 - Review Councillors' responsibilities in accordance with Transparency Code for Smaller Authorities
 - Complaints Procedure
 - General Data Protection Regulation Update
 - Website
 - Condition of Village Signs – Cllrs Langdon & Powell – Replacements referred to SEBC/SCC as
- 12 Planning
 - (a) Decisions Received
 - (b) Withdrawn Applications
 - (c) New Planning Applications
 - DC/18/0710/FUL: Land East Of Suffolk Business Park, A14 East Bound: Infill between Existing Bunds
 - DC/18/0546/FUL: Burger Van, Fred Castle Way, Rougham Industrial Estate: 1 no building to be used as hot food takeaway (Class A5)
 - (d) Other Planning Matters
 - Proposed PA re 12 Kingshall Street
- 13 Mouse Lane

Footpaths – Pavement in front of Ravenwood Hall Hotel
Play Area Safety Report – April 2018 – Update re action taken/planned
Siting of New Dog Litter Signs

14 Highways

Flooding - Almshouse Road and Church Road
Rougham Tower Avenue: Update
Mount Road: 40 mph Speed Limit
Cycle Path linking Mount Road with Rougham Tower Avenue
Potholes – Church and New Roads: New Road – outstanding remedial work
High Rougham – Hedge – Current situation
Sow Lane Report

- | | | |
|----|--|-----------------------------|
| 15 | Footpaths | Mr J Drewienkiewicz |
| | Parish Walk | |
| 16 | Community | |
| | ACV – Bennet Arms - Update | |
| | Fete - Update | |
| | Mouse Lane | Peter Langdon/Christine Old |
| | Public Transport | Ady Powell |
| | Web Site | |
| | Emergency Management Planning | Craig Lee and Tony Poole |
| 17 | Correspondence | |
| 18 | Matters of Report only | |
| 19 | Matters for Consideration at Next Meeting | |
| 20 | Date of Next Meeting: Ordinary PC Meeting: Monday 9 July 2018 at 7.30 p.m. | |